



COMMISSION ON ATHLETICS BOARD

MINUTES

SEPTEMBER 5, 2008

*COA Office, Sacramento
10:00am – 2:00pm*

A. CALL TO ORDERKathleen Hodge, Chair

The meeting was called to order by Chair Kathleen Hodge at 10:05am.

Board Members Present:

Dave Bolt, Rosa Carlson, Robert Deegan, Thomas Fallo, Brian King, Gary Lewis,
Tony Lipold, Logan McKechnie, Pamela Walker, and McKinley Williams.

Unable to attend: Robin Calote, Ned Doffoney, and Jackie Fisher.

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

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

❖ Addition of agenda item H.4. Bylaw 1.8.

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

C. APPROVAL OF MINUTES of June 27, 2008.....Kathleen Hodge

MSC to approve the June 27, 2008, Board meeting minutes. Meeting minutes are available on the COA website at <http://www.coasports.org/meeting.asp>

D. PUBLIC COMMENTS

None.

E. REPORTS

1. COA Board Chair Kathleen Hodge welcomed all attendees and had no report.

2. Executive Director Carlyle Carter

❖ COA Staffing: COA has advertised for the position of the Director of Championships. The position shall be filled as soon as possible.

❖ COA/CCCAA Website: Executive Director Carter reported that there are a number of sports coaches associations with websites which are not linked to or affiliated with the California Community College Athletic Association (CCCAA). The CCCAA has

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- begun to address this issue and continues to improve the website to better serve the membership.
- ❖ Reaching out to Sport Coaches Association (4CA): Executive Director Carter will meet with the 4CA and Management Council (MC) sport representatives at the fall conference to address the following concerns: websites, Association branding efforts, and CCCAA unity. He further pointed out the culture change from COA to CCCAA works as a means to unity. This body (Commission), as well as the Association, is in fact one organization. Mr. Carter reinforced that COA office does not establish policy, merely acts as a policy enforcer.
 - ❖ Official championship name – CCCAA Championships: A lot of work is still needed to educate members on the need to include the CCCAA in the official name for all championship Post Conference events. The CCCAA is working to gain recognition as the governing organization sponsoring California Community College post season events. President Gary Lewis stated that the CCCAA is moving in a positive direction and would like to reinforce the knowledge within the membership that the COA/CCCAA works in support of its members. Chair Hodge stated that the use of the CCCAA name will assist in the branding of the association. She reiterated that it is vital that the members of the association understand the importance of the use of the CCCAA name.
 - ❖ Sponsorship Contracts: It was noted that the CCCAA will work together with the coaches when developing sponsorship agreements. The goal of entering into agreements with sponsors is to ensure that both the sponsors and CCCAA sports benefit. Director Carter pointed out that the CCCAA will not present a false expectation to a vendor if in fact an agreement will not be of service to both parties. He stated that it would be beneficial for our affiliate organizations to allow the Association to use the collective strength of the Association and also allow the Association to negotiate and enter into agreements on their behalf with potential sponsors. Mr. Carter also expressed concern regarding the potential liability to individuals and organizations that sign contracts without some type of protection.
 - ❖ Form 3: Executive Director Carter met with Conference Commissioners on August 1. During the meeting, a discussion was held regarding the Form 3 online system. It was pointed out that there are several cases where the final verification had not been completed; included among those not completed were teams that competed in the baseball championship, which took place on the Memorial Day. Mr. Carter further stressed that the commissioners play a key role in compliance efforts and need to be firm and consistent in their interpretation(s). He further indicated that he is working with the commissioners to bring about a new attitude regarding compliance with COA/CCCAA rules.
 - ❖ R1 and R2 deadline: The deadline for submission of these forms is August 27. Director Carter reported that a few colleges missed the deadline even though a reminder of the deadline was sent out. The Board talked about mitigating circumstances for missing the deadline and understood that colleges can request an appeal by filing a Form 4B, "Request for Appeal - Infraction/Penalties." Commissioner McKechnie suggested Constitution modification related to R1 and R2 penalties. Chair Hodge requested that the Constitution Committee look at the

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language and provide additional language that would clarify what penalties would be considered for those colleges that do not meet the deadline. It was noted that Bylaw 2.8.4 addresses the R1 and R2 deadline and Bylaw 2.13 addresses penalties.

The Board requested keeping the President informed if his/her college is in danger of not meeting the deadline. A communication protocol was also discussed, as all segments of the membership and staffs have been requested to adhere to the following line of communication: (1) from the institution, to the commissioners, to the COA office (2) from the COA office, to the commissioners, to the institutions.

- ❖ COA/CCCAA Fall Conference: The fall conference will be held on October 15-17. The most current schedule may be found online.
- ❖ Football Coaches Association Championship Game Proposal: The Board endorsed the concept of permitting a one-year trial of the CCCFCA proposal. Executive Director Carter, CCCAA MC Football Representative John Volek, and individuals who originally drafted the proposal are currently reviewing the new draft proposal from Alumni Football Association. Work will continue on the details to ensure both parties have common language. Mr. Carter stated that whether or not an agreement with American Football Association is reached, the Football Championship will still be held at Orange Coast College.

3. Management Council Chair Tony Lipold

- ❖ Lack of Communication between Athletic Directors and Sport Coaches Presidents: MC Chair Lipold stated that the MC is making extra effort to eliminate this concern and a meeting is planned at the fall conference.
- ❖ Proposed Legislation from Gender Equity Committee: Chair Lipold reported that there are three pieces of legislation pending which the Gender Equity Committee plans to submit to the MC. The proposed legislation basically entails (1) aiding colleges in Title IX compliance review; (2) adding a statement of Title IX compliance on R1 form; and (3) adding a new form, R4. The R4 form would provide member Colleges with a reporting mechanism to identify which “prong” the College is utilizing (proportionality, history of accommodation, or meeting need). The MC will discuss these proposals further and submit them by the February 1 deadline for review and consideration at the 2009 CCCAA Convention.
- ❖ Legislative Process: At the upcoming fall COA/CCCAA conference, the MC will discuss the legislative calendar, to consider a format in which legislation may be proposed in the fall only, with the decision occurring at the annual spring COA/CCCAA convention. Chair Lipold stated that the September 1 filing date for legislation may be a hardship for colleges which start their academic year in late August.

Chair Hodge voiced concern on approving legislation at the spring convention. She would like to see a natural progression of time taken for each step, especially time given for implementation. Chair Hodge recommended that only emergency item and first reading legislation be considered at the fall conference; then, only second reading items be considered at spring convention.

It was also mentioned that any proposed legislation would be still be posted online by February 15 for all members to view. Members would also have the opportunity to

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voice their opinions at the spring convention open forums enabling discussion and debate of the proposed items.

- ❖ Conferencing Committee: The MC Conferencing Sub-Committee met at Long Beach City College on July 31. The Committee analyzed the CIF geographical model as well as conferencing by sport(s) offered, resources, philosophy, team travel, and competitive strength. The conferencing committee anticipates that much time will be needed to consider the many factors involved.
- ❖ The Academic Standards Review Committee: Chair Lipold met with the President of 3C4A to discuss concerns regarding student athlete progress towards degree. He stated that in order to be prepared for matriculation into the NCAA, the COA/CCCAA membership needs to mirror more what they do.

F. COMMITTEE REPORTS

1. Academic and Athletic Standards Review Committee Report:

The Committee will have a CCC Confer teleconference soon.

- 2. Awards Committee Chair Pamela Walker** had no report.
- 3. Finance Committee Thomas Fallo** asked Director Carter to include the budget report in the legislation handout for the upcoming Finance Committee meeting. The Finance Committee will discuss membership dues and the negative interest payment. President Fallo also commented that the budget approved at the last meeting of the Board projected a deficit which would cause a reduction in the unrestricted reserve fund balance, but as a result of delaying hiring of vacant staff positions.
- 4. Constitution Committee Chair Jackie Fisher** had no report; however, the Committee has a teleconference scheduled to review the fall 2008 legislation proposals.
- 5. Policy Committee Chair Ned Doffoney** had o report.

G. OLD BUSINESS..... Carlyle Carter

1. Board Nominee

It was **MSC** to accept the nomination of Richard Rose (President, Modesto Jr. College) as a board member representing Big Eight Conference and to seek an at-large appointment to increase the diversity of the Board.

Board decided to consider the topic of board membership in relation to Article 2.3.7 at the fall conference retreat.

2. Review of Committee Roster

The Disability Board is still looking for candidate to fill the vacancy in its makeup.

The Board asked the MC to look into bringing more diversity from the conferences when appointing members to the MC competition committee.

H. NEW BUSINESS

1. Board Nominee

It was **MSC** to accept Dave Bolt (Vice President of Educational Services, West Hills College Lemoore) to replace Michael Bagley (Dean of Instruction, Feather River College) as a representative from the CCCCIO at the Board.

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It was MSC to have VP Dave Bolt serve as the chair of the Academic Standards Resource Committee and Dean Michael Bagley to serve as a resource to the Committee.

2. Board's 2008-2009 Goals (Please see attached for details)

Chair Hodge introduced the draft of the 2008-09 Board goals and suggested that they be discussed at the fall conference retreat. Board members are welcomed to redefine the language on the draft. Commissioner McKechnie suggested removing duplicate language in the Constitution and Bylaws as one of the goals.

3. Proposal to revise Bylaw 1.15.8

Chair Lipold stated that this Bylaw only applies to outside competition in the same sport. The intent is to eliminate penalizing a whole team for the actions of one student. The proposal can be amended at the open forum to limit the number of student athletes who can participate on any given outside team.

4. Proposal to amend Bylaw 1.8, 1.8.2, and Bylaw 2.5.2.

It was MSC to recommend these proposed pieces of legislation for further discussion.

I. ANNOUNCEMENTS

None

J. FUTURE AGENDA ITEMS

The next COA Board Meeting will be held on Friday, October 17, 2008, 8:00am to 10:30am, at the Crowne Plaza, Burlingame.

K. ADJOURNMENT

The meeting was adjourned at 12:45PM.

Carlyle Carter
COA Executive Director

Prepared by Rina Kasim, Executive Assistant

DRAFT

California Community College Commission on Athletics and Athletic Association Board of Directors 2008-2009 Goals

Goal 1

Strengthen the opportunity for Community College Student Athletes to build a strong academic skills base that could include at least one year of basic skills coursework without eligibility/transfer penalty or limitations.

Goal 2

Provide the field with specific implementation language to support the new CCCAA Title IX legislation; include specific standards and criteria for each of the compliance categories.

Goal 3

Evaluate the success and limitation of the new "Southern Football Association."

Goal 4

Review and revise CCCAA Bylaw 8 – "Commission on Athletics Funds" – to conform to accounting "best practices."

California Community College
Commission on Athletics

September 5, 2008
Sacramento, CA

2008-09 Goals

- Academic Reform (AAS Committee)
 - Continue efforts to develop a system-wide reporting system to evaluate current success rate of student-athletes
 - Review current eligibility policies related to academic progress of student-athletes
- Title IX
 - Article 1.5.4. g. becomes effective August 1, 2009 requiring membership compliance with Title IX to be a member in good standing
 - Monitor developments of the MC Gender Equity Committee
 - Appoint Board Liaison to Committee
- Finance Committee
 - Bylaw 8
 - Review and draft new language to reflect current financial practices for Post Conference
 - Review finances of the organization and develop plan to maximize return on unrestricted fund balance and operational funds
 - COA Office Staff Salary Structure
 - Review current salary structure relative to similar organizations and positions within the CCC system
- Compliance (Office of the Executive Director)
 - Develop educational program to bolster R2 program
 - Develop on-line testing to supplement campus efforts
 - Identify person responsible for Compliance on each campus



POLICY CHANGE REQUEST

FORM 5
SIDE A

Proposal FOR OFFICE USE ONLY: Number _____

Review Constitution Article 7. Provide *in detail* the prescribed information. Use additional pages if needed. This material must be submitted electronically, with a signed copy faxed or mailed to the Executive Director by September 1 or February 1.

COA Board	Sept. 1, 2008
Name of Originator _____	For (College/Conference/Sport/Affiliate Organization) _____ Date _____

Effective Date: Emergency **July 1, (Year)** _____ **Other** _____

Article # _____ Bylaw # 2.5.2 Sport Championship Handbook # _____

Proposed Revisions (Show *existing wording* with proposed **additions / deletions**):

2.5.2 Upon written request from the ~~district's~~ **institution's** chief executive officer to the Executive Director, **an institution** ~~district~~ may be granted a waiver to the restriction against out-of-state recruiting, if the COA Executive Director verifies that the ~~district's~~ **institution's** fall enrollment (head count) in the most recently completed academic year was 5,000 or less, AND

Remainder remains the same

Intent (Briefly state *how* the proposal will *improve/benefit* the current regulation):

To provide institution's with smaller enrollments the opportunity to qualify for application for an out of state recruiting waiver.

Rationale (Briefly state *why* the change is needed):

Currently, there are several multi-college districts in which there are larger enrollment and smaller enrollment institutions. The smaller enrollment institutions have not qualified for application for an out of state recruitment waiver due to the existing language reference to "district enrollment".

Impact Regarding Gender Equity:

May have a positive impact in recruiting prospective women student athletes to increase roster sizes.

Provide Financial Impact and Signatures on Reverse (Side B)



POLICY CHANGE REQUEST

FORM 5
SIDE A

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COA Board
Name of Originator _____ For (College/Conference/Sport/Affiliate Organization) _____ Date _____

Effective Date: Emergency July 1, (Year) _____ Other _____

Article # _____ Bylaw # 1.8 _____ Sport Championship Handbook # _____

Proposed Revisions (Show *existing wording* with proposed **additions / deletions**):

*1.8.1 A student athlete may have a year of collegiate competition reinstated for reasons of medical hardship. Medical hardship is defined as an incapacity resulting from injury or illness that has occurred under certain specific conditions. A Form 4, Injury/Illness Waiver Request, is filed with the conference commissioner of the conference in which the **injury or illness occurred and** student plans to compete who will grant the waiver if all of the following conditions are met:*

A. unchanged

B. *The incapacitating injury or illness must be specifically defined and validated by the licensed physician who treated the athlete at the time of the injury or illness **and The supporting documentation must be contemporaneous and completed at the time of the diagnosis and/or treatment of the injury or illness.** ~~Statements written subsequent to or not from the treating medical personnel will not be acceptable.~~ *written statement must accompany the waiver request and must indicate the date of the injury or illness and the reason(s) the injury or illness was incapacitating and prevented the athlete from completing the season.**

Remaining sections unchanged.

Intent (Briefly state *how* the proposal will *improve/benefit* the current regulation):

To return the authority to grant the injury/illness waiver to the Commissioner of the Conference in the season ending injury/illness occurred.

Rationale (Briefly state *why* the change is needed):

Currently, the NCAA legislation requires a review of all injury/illness waivers of all two-year college transfers by the conferences into which the student athlete transfers. In addition, NCAA policy grants the decision-making authority to the Conference office where the injury/illness occurred and the proposed language would mirror the NCAA Legislation.

Impact Regarding Gender Equity:

None

Provide Financial Impact and Signatures on Reverse (Side B)



POLICY CHANGE REQUEST

FORM 5
SIDE A

Proposal FOR OFFICE USE ONLY: Number _____

Review Constitution Article 7. Provide *in detail* the prescribed information. Use additional pages if needed. This material must be submitted electronically, with a signed copy faxed or mailed to the Executive Director by September 1 or February 1.

COA Board
 Name of Originator _____ For (College/Conference/Sport/Affiliate Organization) _____ Date _____

Effective Date: Emergency July 1, (Year) _____ Other _____

Article # _____ Bylaw # New 1.8.2 Sport Championship Handbook # _____

Proposed Revisions (Show *existing wording* with proposed **additions / deletions**):

1.8.2 Extenuating Circumstances. Extenuating circumstances include, but are not limited to, the following:
(a) The student-athlete failed to complete the entire season of competition at the institution as a result of a life-threatening injury or illness suffered by a member of the student-athlete's immediate family, that clearly is supported by contemporaneous medical documentation;
(b) The student-athlete failed to complete the entire season of competition at the institution as a result of extreme financial difficulties as a result of a specific event (e.g., layoff, death in family) experienced by the student-athlete or an individual upon whom the student-athlete is legally dependent and prohibited the student-athlete from participating in intercollegiate athletics. These circumstances must be clearly supported by objective documentation (e.g., decree of bankruptcy, proof of termination) and must be beyond the control of the student-athlete or the individual upon whom the student-athlete is legally dependent.
1.8.2.1 Review Authority. The extenuating circumstances waiver request shall follow the appeals process as outlined in Article VII of CCCAA Constitution utilizing the above criteria. In cases where a student-athlete does not meet the extenuating circumstances listed, following and only after review by the Conference, the CCCAA Appeals Board shall have authority to review based on additional documented extenuating circumstances.

Re number existing Bylaw 1.8.2 (Eligibility Verification of Reporting Error) to 1.8.3

Intent (Briefly state *how* the proposal will *improve/benefit* the current regulation):
 To permit eligibility waiver requests based upon extenuating circumstances due to no fault of the student-athlete.

Rationale (Briefly state *why* the change is needed):
 Current policy does not permit eligibility waiver requests of this type.

Impact Regarding Gender Equity:
 None

Provide Financial Impact and Signatures on Reverse (Side B)