



# COMMISSION ON ATHLETICS BOARD MINUTES

**APRIL 4, 2008**

*8:00AM – 10:30AM*

*Grove ~ Doubletree Hotel, Ontario*

## **A. CLOSED SESSION**

The Board met in closed session to address the evaluation of the Executive Director at 8:00am adjourned at 8:29am.

## **B. WELCOME AND CALL TO ORDER ..... STAN ARTERBERRY, CHAIR**

The meeting was called to order by Chair Stan Arterberry at 8:30am.

Board Members

Present: Michael Bagley, Robin Calote, Robert Deegan, Ned Doffoney,  
Thomas Fallo, Jackie Fisher, Kathleen Hodge, Gary Lewis,  
Tony Lipold, Logan McKechnie, and Francisco Rodriguez

Unable to attend: Helen Benjamin and Steven Kinsella

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

## **C. ADDITION TO AGENDA..... STAN ARTERBERRY**

- ◆ Addition of Coast Conference interim Dr. Brian King, Superintendent/President of Cabrillo College, under Agenda item K.2 “Board Nominees.”
- ◆ Moved forward Agenda item K.2 “Board Nominees” for Dr. Brian King’s and Dr. Pamela Walker’s nomination vote prior to Agenda item D “Approval of Minutes.”
- ◆ Adding and placing new item “Resolution for El Camino College Compton Community Educational Center” under Agenda item K.

All additions and changes were moved, seconded, and motion carried (**MSC**).

Board appointments:

Appointment of President McKinley Williams of Contra Costa College as representative of Bay Valley Conference on COA Board. The appointment was **MSC**.

Appointment of Dr. Pamela Walker, V.P. Student Services of American River College, as representative of California Community Colleges Chief Student Services Administrators Association (CCCCSSAA). The appointment was **MSC**.

Appointment of Dr. Brian King, Superintendent/President of Cabrillo College, as interim representative of Coast Conference. The appointment was **MSC**.

## COMMISSION ON ATHLETICS BOARD MINUTES

APRIL 4, 2008

ACTION: Executive Director Carlyle Carter shall notify President McKinley Williams of his appointment.

### D. APPROVAL OF MINUTES OF FEBRUARY 20, 2008 ..... STAN ARTERBERRY

It was MSC to approve the February 20, 2008, Board meeting minutes. Meeting minutes are available on the COA website at <http://www.coasports.org/meeting>.....

### E. PUBLIC COMMENTS

*(Reserved for persons desiring to address the Board on matters not on the agenda. No action will be taken.)*

*Bakersfield College Athletic Director Jan Stuebbe* voiced concern regarding the football game profit share. A contract for the Golden Empire Bowl with a 60-40 split is in effect. He added that it was the next two games in question: semi-final southern California and the SoCal final football games hosted at Bakersfield which called for no split as per policy. Director Jan Stuebbe requested that the Board take into the consideration a 60-40 split for all football postconference games hosted at Bakersfield. The Board consented to take the request into consideration.

*Commissioner Logan McKechnie* stated that with the retirement of Commissioner T. Mark Johnson, the Commissioners would like to recommend Commissioner Rich Kollen as Commissioner Johnson's replacement on the Constitution Committee.

### F. REPORTS

1. **COA Board Chair Stan Arterberry** thanked everyone for attending.

- ◆ Chair Arterberry stated that he felt honored to have the opportunity to speak to Dr. Myles Brand when he attended the Two-Year College Relations Panel. He further commended Executive Director Carlyle Carter on his efforts in securing Dr. Brand as the keynote speaker for the COA convention.
- ◆ If the current discussion with the NCAA regarding an accommodation for students taking remedial courses develops, Chair Arterberry believed it would be beneficial for California community college student athletes, as well as for the other community college students throughout the nation.
- ◆ Chair Arterberry also stated that he was looking forward to the evaluation of the non-traditional sports reports from Management Council sport representatives. He commended them on their work and was pleased to have worked with them over the last two years.

2. **Executive Director Carlyle Carter** covered several topics in his report.

- ◆ *Dr. Myles Brand's keynote.* This convention had the best attendance in his three-year tenure. The highlight being the keynote address by NCAA President, Dr. Myles Brand. Dr. Brand made a special effort to reach out to the membership in an attempt to "bridge the gap" between the two organizations. Both organizations pledged to work independently and collectively focusing attention on student needs, issues, and academic performances. **Note: Audio recording of Dr. Brand's address will be posted on the CCCAA website.**

## COMMISSION ON ATHLETICS BOARD MINUTES

APRIL 4, 2008

- ◆ *Championship Handbook.* There has been an ongoing effort in the COA office to transform the current Sport Guides into Championship Handbooks. The drafts have been distributed to sport coach association presidents and MC representatives. The purpose of these handbooks is to merge post conference policies and information together into one source, enabling provide championship hosts and participants to gain a better understanding of the Championships and a greater proficiency of operation. Review and feedback is expected.
  - ◆ *Championship Site.* Mr. Carter anticipates the sport coaches associations and the MC sport representatives' identification of appropriate host venues throughout the state for CCCAA sport championships.
  - ◆ *Reimbursement.* There will be an ongoing evaluation of championships in a number of areas. Mr. Carter suggested institutions and participants in postconference competition need to have an idea upfront of what the minimum expectation should be relative to reimbursement as well as potential for gate receipts and sponsorships.
  - ◆ *COA staffing issues.* COA has recently lost two main staff members: the executive assistant and the director of communications. It would be the COA office's goal to fill one of these positions before the end of the fiscal year, and the COA office will address the other vacancy thereafter. Mr. Carter also expressed his gratitude to the existing COA staff for running and executing the convention smoothly.
  - ◆ *Special Senate hearings regarding Gender Equity.* The initial publicized intent of the hearings was an update on the CSU system. The bulk of the hearing focused on the reported issues involving the lawsuits against CSU Fresno. The COA office received notice that there would be a hearing for an update specifically on community colleges. However, the COA office has not received any further notice about the hearing nor has there been a request to provide information during the hearing. Mr. Carter assured the Board that he would continue to monitor the situation and be prepared to be present in the event a hearing is scheduled.
  - ◆ *Sponsors.* Mr. Carter voiced concern about COA's relationships with championship and convention sponsors. The issue is the "contractual" relationships between sport coach associations or other affiliate organizations with competitors of Association sponsors providing funds for Association championships. Mr. Carter spoke with SCA representatives regarding the situation and will be working with the SCA representatives to alleviate the conflicts.
- 3. Management Council Chair Tony Lipold** thanked the COA for a successful convention and Mr. Carter for securing Dr. Brand as the keynote speaker. Chair Lipold also expressed appreciation for the service of the six Management Council members who have completed their terms.
- a. Review of Management Council Meeting**
- The Management Council had its summit meeting on Monday at the pre-convention. Chair Lipold reported that the meeting had good attendance (only 2 of 26 unable to attend) with nice interaction. Highlights of the meeting included:
- ◆ *Evaluation of non-traditional season.* The Management Council exchanged views on the non-traditional season from the different organization representatives. A survey was distributed to various constituencies throughout the Association through the

## COMMISSION ON ATHLETICS BOARD MINUTES

APRIL 4, 2008

- Conferences. He looked forward to the June COA Board Meeting to review and evaluate the process.
- ◆ *Commissioner's Session:* Mr. Lipold reported that a session was held at this year's convention in which the membership engaged in a exchange and dialogue with the commissioners present. The session was well attended and it is hopeful that future sessions will be held to educate members on the role of Conferences.
  - ◆ *4CA.* During his meeting with the sport coaches associations, there had been some concerns expressed that some of the sports had been left out of the non-traditional season process. Mr. Lipold stated that he would work hard to solicit more information before the June Board Meeting to discern and report their needs.
  - ◆ *Statewide recruiting issue.* The Management Council will continue to pursue getting more data on the issue. A *straw pole* vote taken at the meeting reported 21 for and 2 against. Feedback from the commissioners and affiliate organization is expected.
  - ◆ Other issues covered in the meeting included academic perform, indirectly causing out of area contact, academic calendar, and student athlete contact hours.
  - ◆ Overall, the Management Council expressed the belief that the concerns of MC have been heard and felt included as a part of the system.
  - ◆ From the stand point of the athletic directors and Management Council, the CCCADA workshops at the Convention also went well with help from many members, including Susan Yates, John Volek, and Cassie Macias.
- b. Report of Management Council Recommendations & Actions on Legislation**
- ◆ *Policy Items*  
Management Council passed all policy items (unanimously) except for Policy item P1-S08 on removing language regarding water polo disqualification. The vote on P1-S08 was 15 to 10.
  - ◆ *Operational Items*  
Management Council voted and passed all the operational items except for items that were withdrawn. Note: O9 and O10 were emergency items.

## G. BOARD COMMITTEE REPORTS

1. **Academic and Athletic Standards Review Committee Chair Michael Bagley** quoted Article 1.4 from the constitution and emphasized that the highlight of this article could be seen through our incredible student athletes at the Pepsi Scholar Award ceremony. Through his attendance at several different meetings, he noticed that there were a few commonly discussed issues, including: transfer readiness degree, collecting data, comparing students of 1 year, student athletes and non athletes, and academic reform. He hoped for the association to continue and improve on its collaboration, having a uniform voice, showing consistency among data, and getting best practices out there. He reiterated that he was happy to be appointed as one of the Executive Board members and encouraged input from members and affiliate organizations. Chair Bagley also thanked Commissioner John Woods for his help and leadership.
2. **Awards Committee Report: COA Executive Director Carlyle Carter** stated that in order for the Awards Committee to review nomination efficiently and accurately, Commissioners must ensure their members submit all nominations according to the given

## COMMISSION ON ATHLETICS BOARD MINUTES

APRIL 4, 2008

format. If the format is not followed, the submitted nomination package will not be processed and/or returned to the Conference for resubmission.

3. **Finance Committee Chair Thomas Fallo** reported that the actual receipts through March 31, 2008, had indicated that the organization had some minor difficulties in income. Overall, the finance was well-balanced and was good this fiscal year. On February 20, 2008, the COA Board made the decision to not increase membership fees for the next fiscal year. Although many sports were concerned about the state's fiscal crisis, the Finance Committee had not received any actual recommendation or action. He asked Management Council to look into these types of issues. Executive Director Carlyle Carter stated that there is no specific policy which differentiates how big the reimbursement between football and other sports would be in our championships. Mr. Carter did state that a review of the finances for Championships is on-going and anticipates providing the Board with an update at the Fall 2008 meeting. Mr. Carter recommended enforcing the current policy and emphasized what needed to be done for all of the postconference competition with the exception of several football events which were not a part of path to the state championship. Note: this recommendation was not a Constitution revision request.
4. **Constitution Committee Chair Jackie Fisher, Sr.**, stated that the Constitution Committee had not yet met and therefore had no report. However, they were looking forward to continued review of policy and procedures in the constitution.
5. **Policy Committee Chair Ned Doffoney** reported that the committee endorsed all the policy items. He also noted that there was an editorial change on P2A-S08 where COA Office must be included in decision making of any changes made to site selection. In addition, the Committee reviewed the P2A-S08 policy referencing that it is a one-year-only policy.

### H. REVIEW OF BOARD, MANAGEMENT COUNCIL, AND COMMITTEE ROSTERS

**Executive Director Carlyle Carter** reported that there were vacancies in the Disability Appeals Board. Anyone with orthopedic or with general medical knowledge is welcome to be nominated. The Board will review and make appointments. Mr. Carter also mentioned that two nominees (1 male and 1 female from conferences and also from the affiliate organizations) are required in order to adhere to our policy in regard to ethnic, gender, and regional balance.

**Chair Ned Doffoney** reminded all of the name change regarding the Big Eight Conference (not Big Seven). In addition, it was noted that the Gender Equity Committee is now a subcommittee of Management Council.

ACTION: COA will update roster and 08-09 Directory.

### I. LEGISLATION

#### 1. Policy Items

**Policy Items a-b** (*Emergency Items: Action to vote on each item—requires ¾ vote of Board members present to pass.*)

- a. P-1-S08, *Emergency*, Bylaw 4.3.1.G – Removes language regarding water polo disqualifications – **PASS**
- b. Swim & Dive

## COMMISSION ON ATHLETICS BOARD MINUTES

APRIL 4, 2008

- i. P-2A-S08, *Emergency*, Swim Guide 1.2.B – Places state championship at the Belmont Plaza Pool in Long Beach for next four years. Requires passage of P-2B-S08 changing date – **PASS AS AMENDED**
- ii. P-2B-S08, *Emergency*, Bylaw 3.11 Swim – Move swim state championship date one week earlier – **PASS AS AMENDED**

### **Policy Items c-d** (*Second Reading: Action to vote on each item*)

- c. P-7-F07, *Action*, Bylaw 1.3.3 – Provides additional options for student athletes – **PASS AS AMENDED**
- d. P-8-F07, *Action*, Bylaw 1.6.1.D – Provides additional options for student athletes – **PASS AS AMENDED**

### **Policy Items** (*First Reading: For Discussion*)

None submitted

## **2. Operational Agenda Items**

- a. O-1-S08, All Sports, Except Football: Bylaw 3.11 – Allow start date to be on preceding Friday if established date falls on Saturday or Sunday – **PASS**
- b. O-2-S08, All Sports: Bylaw 6.8.3.C.4 – Allows more time to process payment of entry fees – **PASS AS AMENDED**
- c. O-3-S08, Cross Country: Bylaw 6.8.3.C.4.a – Sets late fees regarding payment of entry fees – **PASS AS AMENDED**
- d. O-4-S08, All Sports: Bylaw 6.8.16.D.3.d. – Recognizes CCCADA membership card as complimentary pass for admission to postconference competition events – **PASS**
- e. O-5-S08, Cross Country Guide 4.2.B.2 – Rotates state championship site – **PASS**
- f. O-6-S08, Cross Country Guide 4.3.D – Follows rulebook to replace chair of games committee with meet referee – **PASS**
- g. O-7-S08, Cross Country Guide 4.4.A.1 – Sets standard deadline for state championship entry fees from year to year – **PASS AS AMENDED**
- h. O-8-S08, Football Guide 1.2.E.2 – Modifies Southern California play-off structure to reflect the creation of the Southern California Football Alliance (SCFA) – **PASS**
- i. O-9-S08, Men's Golf Guide 6.1.C – Established opportunity for practice round – **EMERGENCY PASS**
- j. O-10-S08, Men's Golf Guide 6.1.D – Necessary if O-9-S08 is passed – **EMERGENCY PASS**
- k. O-11-S08, Women's Golf Guide 6.1.F – Permits substitutions between 18-hole rounds – **WITHDRAWN**
- l. O-12-S08, Women's Golf Guide 6.2.D.2, and Bylaws 7.2.4.C & 7.2.5.G for Women's Golf – Removes language for breaking ties among individuals and provides medals for tied individuals – **WITHDRAWN**
- m. O-13-S08, Bylaw 3.11 for Soccer and Soccer Guide 5.1.A – Moves state championship weekend and postconference competition end dates back to pre-festival time frame (*keeping Friday and Sunday format of state championship*) – **PASS**
- n. O-14-S08, Soccer Guide 3.E.1 – Differentiates sock colors as already stated for uniform uppers – **PASS**
- o. O-15-S08, Soccer Guide 4.5 and 4.1.B – Established state championship site rotation – **PASS**
- p. O-16-S08, Soccer Guide 5.1.C – Removes game times from state championship brackets – **PASS**

## COMMISSION ON ATHLETICS BOARD MINUTES

APRIL 4, 2008

- q. O-17-S08, Soccer Guide 5.1.E – Provides flexibility in assigning state championship game times – **PASS**
- r. O-18-S08, *Emergency*, Softball Guide 4.4 – Removes language which mandates that teams must be ranked fourth place or better in conference – **EMERGENCY PASS**
- s. O-19-S08, *Emergency*, Softball Guide 4.5.D.2 – Seeding process: clarifies that teams in a group are only being compared to other teams being considered for the group – **EMERGENCY PASS**
- t. O-20-S08, *Emergency*, Softball Guide Appendix, Head-to-head Seeding Criteria Worksheet – Makes chart heading consistent with Softball Guide language – **EMERGENCY PASS**
- u. O-21-S08, *Emergency*, Softball Guide Appendix, Seeding Criteria Worksheet – Makes chart heading consistent with Softball Guide language – **EMERGENCY PASS**
- v. O-22-S08, Bylaw 6.17 for Swim & Dive and Swim Guide 1.3.B and 1.5.B.2 – Conflicting language between Bylaw 6.17 and Swim Guide – **PASS**
- w. O-23-S08, Swim Guide 1.4.A.1 – Clarifies which option in rulebook is to be used for postconference competition – **PASS**
- x. O-24-S08, Tennis Guide 3.2.B – Updates the rotation for regional postconference competition sites – **PASS**
- y. O-25-S08, Track & Field Guide 1.1.2.7.B.1-2 – Clarifies process for establishing order of events and time schedule – **PASS**
- z. O-26-S08, Bylaw 3.11 for Women’s Volleyball – Provides more time between end of competition and first regional match – **WITHDRAWN**
- aa. O-27-S08, Women’s Volleyball Guide 4.1, 4.2.B, and 4.2.F.1 – Limits the north region automatic qualifiers to only conference/division first-place teams in order to be consistent with the south region – **WITHDRAWN**
- ab. O-28-S08, Women’s Volleyball Guide 4.2.G – Further defines seeding criteria – **WITHDRAWN**
- ac. O-29-S08, Women’s Volleyball Guide 5.1.F – Provides a state championship format which brings about more equitable competition – **WITHDRAWN**
- ad. O-30-S08, Water Polo Guide 5.3 – Changes game times to bring men & women back together in for each date of state championship competition and changes format from Friday-Sunday to Thursday-Saturday – **PASS**  

Post Conference Review Committee Chair Dan Smith addressed the Board speaking in favor of keeping the Friday-Sunday format.  
Long Beach City College Athletic Director Connie Sears, Sierra College Athletic Director John Volek, and Taft College Athletic Director Kanoe Bandy all speaking in favor of Operational Item O-30 in changing the format to Thursday-Saturday.
- ae. O-31-S08, Wrestling Guide 1.1.B-C – Addresses weight management and/or certification and assessment data – **WITHDRAWN**

### J. OLD BUSINESS

#### *Out of State Recruiting Waiver Criteria:*

At the previous Board meeting, the College of the Redwoods requested that the Board grant another 1-year extension for legislation to come forward. It was moved, seconded, and the motion carried (**MSC**) to approve the request. Legislation will be eligible to come forward at the fall conference Board Meeting to amend the current criteria.

## COMMISSION ON ATHLETICS BOARD MINUTES

APRIL 4, 2008

### K. NEW BUSINESS

1. New Management Council members starting July 1, 2008
  - Womens Golf: Dyan Miller (Athletic Director, Hartnell College)
  - Cross-Country M&W: Kulwant Singh (Athletic Director, DeAnza College)
  - Wrestling: James Forkum (Athletic Director, Santa Rosa College)
  - Soccer M&W: Debbie Cavion (Asst. Athletic Director, Mt. San Antonio College)
  - 3C4A: Javier Renteria (Academic Advisor, Reedley College)
  - CCCSIA: Jerry Hannula (CCCSIA President, Saddleback College)
2. Board Nominees: *Item was moved forward to Agenda Item C*
3. Appointment of Management Council Representatives to Academic and Athletic Standards Board Committee

Executive Director Carlyle Carter requested additions of Management Council members to serve on the Academic and Athletic Standards Board Committee in the effort to assist the Board in appointed tasks. He also suggested expansion of the membership to include members not serving on the Management Council, such as members of affiliate organizations to serve as resources. Board will discuss this suggestion further at the June Board meeting.
4. El Camino College Compton Community Educational Center Resolution

The resolution was presented to the Board for adoption. It was **MSC**.  
Note: Compton Community College no longer existed and Compton district is a separate district. (See attached Resolution) The Board will further analyze El Camino College Compton Community Educational Center's application in relation to Constitution (especially Bylaw 1.9.7) at the June Board meeting.

### L. ANNOUNCEMENTS

- ◆ Management Council Chair Tony Lipold recommended the survey or documents that in the evaluation of non-traditional sports be sent not only to the athletic administrator but also to the president of each institution.
- ◆ Commissioner Bruce Werner suggested the non-traditional evaluation be opened to people in the field reporting how information was gathered and what kind of data was developed. The Board responded that the Management Council would take the matter in hand and be able to address the concerns.
- ◆ Executive Director Carlyle Carter commented that the COA would take further action in looking into improving the attendance for the Hall of Fame Banquet next year. He requested that the convention attendees fill out registration information for the Banquet accordingly.
- ◆ Constitution Committee Chair Jackie Fisher and all members thanked Chair Arterberry for his leadership and hard work.
- ◆ Chair Arterberry appreciated the COA Board role and the opportunity to work and get involved with the COA membership. He thanked everyone.

**COMMISSION ON ATHLETICS BOARD MINUTES**

**APRIL 4, 2008**

**M. FUTURE BOARD MEETINGS**

June 27, 2008, 10:00AM-2:00PM      Board Meeting: COA Office Sacramento

**N. ADJOURNMENT**

The meeting was adjourned at 10:05am in honor and recognition of Commissioner T. Mark Johnson who has served the COA and has been a part of the California Community College Athletics for more than 45 years.

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Carlyle Carter  
COA Executive Director

*Prepared by Rina Kasim, Executive Assistant*

May 28, 2008

COA Board  
c/o Carlyle Carter, Executive Director, CCCAA  
2017 "O" Street  
Sacramento, CA 95814-5285

Dear COA Board,

Porterville College respectfully requests a continuance of an Out-of-State Waiver for Recruiting in accordance with the Commission on Athletics/California Community College Athletic Association's code sections 2.5.1, 2.5.2, 2.5.3, 2.5.4, and 2.5.5. The most recent waiver for the college expired at the end of the 2007-08 school year. Porterville College has operated responsibly under the Out-of-State Waiver for Recruiting procedures in the past.

The rationale for the request includes:

1. Porterville College's 2007-08 Fall enrollment was 4,008 students.
2. Four high schools comprise the Porterville High School District (Tulare County), where the pool of graduating seniors is drastically insufficient to field competitive teams.
3. Porterville College is a member of the Kern Community College District (Kern County) along with Bakersfield and Cerro Coso Colleges. The closest high schools in our district are Delano, McFarland, Wasco, and Shafter. They are 20, 30, 40, and 50 miles away, respectively. Bakersfield College, with an excellent, well-rounded program is a more viable destination for these student-athletes. Bakersfield student-athletes predominantly prefer to remain local and choose not to bear the expense of living away from home. Moreover, Cerro Coso College operates five (5) instructional sites and has also been granted a waiver.
4. We compete in a conference where colleges our size (Taft, Columbia, West Hills) have waivers and residence halls. The other schools are at least two-and-one-half times our size with a corresponding number of high schools. College of the Sequoias, our neighbor to the west, has sixteen (16).

Thank you for your consideration.

Sincerely,



Rosa Carlson Ed.D.  
President

cc: C. Logan McKechnie, Commissioner, Central Valley Conference  
Steven Schultz, Vice President, Student Services  
Eric Mendoza, Director, Student Programs & Athletics