

Central Valley Conference Assignor/Officials Process

Purpose:

The Central Valley Conference would like to ensure that we are using the highest quality officials at our sporting events and that our officials are receiving fair and appropriate compensation for their efforts. Since the addition of a new college into our conference we find our geographic area from North to South has expanded to about 350 miles. With this addition comes a need to carefully gather information about assignors and officials so that we the highest quality officials at our sporting events.

Process:

1. Form a committee to work with Commissioner on assignor/officials recommendations.
2. Make a recommendation in the fall to whether to solicit proposals or to move forward with current contracts.
3. Solicit Assignor/Officials Proposals: 11/15/17
4. Accept Proposals: 1/15/18
5. Committee Review of Proposals: 2/15/18
Committee Makeup: 1 member of the officials committee, the AD Sport Representative and the Coaches Representative
6. Make recommendation to Commissioner: 3/1/18
7. Commissioner opens negotiations: 3/1/18
8. Contract Awarded: 4/15/18

Contract:

Renewal contracts will be for 3 years. Any new contract will be for 1 year. This allows us proper evaluation and an opportunity to stagger contracts rather than have them all come due at the same time.

Planning Board Agenda
October 26, 2017 – Draft Minutes

1. Welcome and Introductions
 - a. In attendance – Chris Hawken, Kanoe Bandy, Brent Davis, Cam Olson, John McHenry, Steve Cassady, Susan Yates, Joe Cascio
 - b. Introductions & welcomed new member Cam Olson

2. Approval of minutes from September 11, 2017 – Attached
 - a. Moved – Davis
 - b. Second – Yates
 - c. *Unanimous vote to approve – 9:48am 26th Oct, 2017*

3. Committee reports:
 - a. Budget/Audit
 - I. No Budget Committee report – Davis will update after next BC meeting
 - II. Yates shared CVC budget with current expenditures
 - i. Yates explained budget allocation and expenditures line by line
 - ii. Yates shared that payments challenging due to late nature of a lot of invoicing
 - iii. Awards will cost more than budgeted @ \$6.20/medal – 380 needed = \$2,356. Trophies are \$2,267.44. MVP and COY are \$1,400.
 - iv. Bandy moved to increase Awards budget by transferring from Contingency – Cassady seconded – *Unanimous vote to approve*
 - v. Determined that any C-COY awards to be funded by specific sport association
 - III. Kanoe moved to approve the budget as presented with the caveat that Yates shall include revenues and expenses on the “Officials” budget line
 - i. Davis Second
 - ii. *Unanimous vote to approve*

(Darnell Harris from Reedley introduced and welcomed & re-introductions made)

- b. Public Relations/Sports Information
 - I. Chris Ruiz has been hired as CVC Public Relations and Social Media Manager
 - i. \$500/month – within budget parameters
 - ii. Ruiz will start 1st November
 - iii. CVC website goes live 1st January
 - iv. Every College will be featured in rotation for equal ‘air time’
 - v. Request for “printable” rosters be made available on web site
 - vi. Request for a history/archive of te CVC be created on website while it can still be tracked

- vii. Composite calendar be the repository for game schedules and can be linked to your own calendar by iCalendar link – Cascio to send out instructions
 - viii. Have all handouts and information on new website
 - ix. PR Committee to review other websites for ideas to promote our student-athletes on social media
 - x. Add training links to website - Cascio
 - c. Constitution/Bylaws
 - I. Cam Olson is now a member of the Constitution Committee
 - II. Tie Break resolution is ByLaw VII
 - III. Yates handed out proposed changes to ByLaws which were discussed with the goal for them to be presented and approved at Spring Planning Board meeting – need copies of changes at PB mtg
 - d. Awards
 - I. No report
- 4. Officials proposal – Susan Yates
 - a. Kanoe distributed packet
 - b. Question – we need to know the certifying process for Soccer officials and once established we need to know it is being done
 - c. Kanoe discussed the changes to process for solicitations of officials associations
 - i. Kanoe noted major needs and changes required – included noting CVC is now 350 miles in length – a lot of real estate for officials associations to cover
 - ii. Committee to select Officials Associations and Assignors shall include Administrative Sports Rep , Sport Coaches Rep and a member of the Ad Hoc Sports Officials Committee for each search to be conducted
 - d. Timeline for search for Officials Associations established
 - i. Call for proposals shall go out 15th November 2017
 - ii. Deadline to submit proposals and closing date 15th January 2018
 - iii. Search Committees shall review proposals and make recommendations to Commissioner Yates by 15th February 2018
 - iv. Commissioner Yates enter negotiations with potential Officials Associations on 1st March 2018 and conclude them by 15th March 2018
 - v. Contracts to successful proposals awarded by Commissioner Yates by 15th April 2018
 - e. Bando moved to accept the proposed timeline, search committee memberships, a renewal of previous Officials Associations for a period of 3 years, approval of new Officials Associations for a one (1) year probationary period after which the Commissioner can elect to renew for one (1) additional year – this will allow for a staggered process in the future instead of them all coming due at once
 - i. Davis Seconded
 - ii. *Unanimously approved*
 - f. The Admin Reps for each sport were confirmed

5. Kneeling during the National Anthem – discussion, John McHenry
 - a. Discussion of what is happening – not too many incidents
 - b. Guidance given to st-ath at Porterville that you are being recruited so do not do anything that could affect that – that helps them see it for what it is
 - c. Student-athletes just ‘doing it’ because they see it on TV with no real understanding of what is being ‘said’ or represented – gives an opportunity for great on campus discussion forums

6. Legislation
 - a. A lengthy discussion ensued regarding each item of proposed legislation
 - b. Due to volume of proposed legislation not all items were discussed
 - c. The group no longer had a quorum at this point so no voting occurred regarding legislation but it is noted that the group was like minded on all legislation that was discussed.
 - d. Please share any follow up thoughts on legislation with the group.

7. CVC Soccer game days/times and the supplement
 - a. Merged with Agenda item #8
 - b. Saturday games, 1pm games, noon time games, etc...
 - c. Yates, McHenry and Hawken had a conference call to discuss
 - d. Changing a game for personal reasons not acceptable- Yates
 - e. All sports Admin Reps MUST walk out of post-season coaches meetings with next years schedule confirmed and any pre-approved exceptions noted on it
 - f. All teams ‘obligated’ to play the games as set on the schedule unless there are ‘exceptional circumstances’ which will be ruled on by the Commissioner
 - g. All Sports Officials Assignors MUST send out the Master Schedule to all Athletic Directors and will be THE sport schedule for that season – any errors must be corrected upon receipt of the Master Schedule in accordance with the sport specific supplement and referred to the Commissioner
 - h. All colleges wishing to be granted an ‘exception’ for soccer game days/times MUST contact Commissioner Yates before 7th November 2017
 - i. Soccer Coaches need to discuss game days and times at post-season meeting and make any proposed changes to the supplement to be brought forward to the Planning Board – other sports also
 - j. Yates – researching soccer game report form which will have multiple copies so a copy of the game report will be handed to the Head coach of each team immediately following the conclusion of the game as we are currently not getting game reports.

8. Changes to CVC Soccer game days/times procedures (and Presto back door changes)

9. Other business
 - a. ADA is making a change to its Constitution and will be looking have each Conference’s President serve on the ADA Board – this will necessitate the CVC changing its Constitution to have a CVC President – it was discussed that the CVC Planning Board Chair also be the Conference President and ADA Rep

- b. ADA wishes to identify future leaders to grow the breadth and depth of diversity across the state and eliminate any bias, perceived or otherwise, in CCCAA
- c. Cascio – Porterville will be adding W-XC Fall '18, W Tennis Spring '19 and possible W Track (distance only) in Spring '19

10. Next Meeting: Conference Call Schedule

October 2, 2017 at 9:00 am
November 6, 2017 at 9:00 am
December 4, 2017 at 9:00 am

11. CVC Board Meeting: March 21st, 2018 at 9:30 am at College of Sequoias

Meeting adjourned at 3pm

R1/R2 Training
August 8, 2017 10am-11:45am
Fresno City College

Agenda

- 1) Goal of Training
 - a. Goal of this training is not to demand or expect memorization, but to encourage the habit of looking things up, the asking of questions, and confirming rather than guessing. When it comes to matters of the CCCAA Constitution & Bylaws, ignorance is not a defense.
 - b. Please follow the “chain of command” when trying to clarify and item.
 - i. Check the book
 - ii. Ask the AD
 - iii. If the AD doesn’t know, he will ask the Commissioner
 - iv. If the Commissioner doesn’t know, they will reach out to other commissioners
 - v. If none of them know, the question will be submitted to the CCCAA Executive Board through the CCCAA CEO.
- 2) Decorum policy
 - a. The Decorum Policy should be reviewed with every student-athlete, during eligibility form completion or as part of a pre-participation orientation.
 - b. Decorum Policy can be found in Bylaws 4.5, 4.6 & 4.7, on the back of Form 1, and as part of the Infractions chart in Article 7.4
 - c. Review Decorum Policy, as stated on the back of Form 1.
 - i. Ejection from a contest for language or unsportsmanlike conduct will result in suspension from the next scheduled contest.
 - ii. Second ejection from a contest in the same season will result in a suspension from all remaining contests.
 - iii. Physically assaulting or attempting to physically assault an official shall result in immediate ejection and the individual shall be suspended from participation in any CCCAA event for a period of sixty (60) months.
 - iv. Physically assaulting or attempting to assault anyone (other than an official) during an event will result in ejection from that contest and suspension from the next two contests.
 - v. Leaving position or the bench/sidelines in reaction to an altercation, but not becoming physically involved will result in ejection from that contest and suspension from the next scheduled contest.
 - vi. The use or possession of any drugs, alcohol or tobacco will result in ejection from that contest and suspension from the next two contests.
- 3) Review of new legislation in bylaws 1-2-3
 - a. P-5 – Intersession Eligibility
 - i. Intersession for Eligibility – Allows Student-Athlete to use summer/winter units to meet the 6 unit/2.0 requirement.

- ii. Eligibility does not begin until intersession grades are posted and eligibility is recertified.
 - b. P-7 – Emerging Sports
 - i. The addition of Bylaw 3.20 provides a structured pathway for addition of new intercollegiate sports in the CCCAA.
 - c. P-8 – Athletic Recruiting
 - i. Provides for equitable treatment of prospects once they are on your campus. For example, you can now provide transportation to a prospect once they've arrived in your recruiting area. You can also arrange for a meal or meals during a campus visit.
 - d. P-10 – Member to Member Transfer
 - i. If an athletics representative of a California Community College is contacted by a student-athlete currently enrolled at another CCCAA member college for the purpose of transfer, it shall be brought to the attention of the contacted college athletic director, who shall be responsible to notify in writing the athletic director and conference commissioner of the college where the student-athlete is currently enrolled within three (3) working days of notification. A member school director of athletics and conference commissioner so notified shall confirm receipt of such notification at the earliest possible opportunity.
 - ii. The athletic director or coach of a CCCAA member institution contacted as defined in Bylaw 2.3.1.A may respond and provide application/enrollment and transfer information only after the enrolled student-athlete's institution has been notified as prescribed.
 - iii. A student-athlete or any representative of the student-athlete's athletic interest may not make contact with another CCCAA member college or its representatives for any reason while the student-athlete is in-season. If the student-athlete initiates contact in a manner contrary to this bylaw, the college contacted may direct the inquiring student athlete to this bylaw and provide instruction on how to legally discuss transfer at a later date. The initial contact shall be reported per the provision of Bylaw 2.3.1.A.
 - e. P-13 – Women's Volleyball Sport Season Chart
 - i. Increased allowable dates for WVB to 23
 - f. P-15 – Soccer NTS dates
 - i. Number of NTS dates for soccer increased to 4. Start date remains March and end date remains May.
 - g. P-17 – WVB Line Judges
 - i. Schools are now required to hire paid line judges as part of the "corp of officials for a sanctioned match". Our assigner will assign 4 officials for each game, rather than 2.
- 4) Questions and Answers – Plickers
 - a. See included Power Point presentation.

Visitation Schedule

10:00 – 10:15	Visitation Team Assemble	
10:15 – 11:00	Walking Tour	
11:00 – 11:30	Standard Interviews	
	Standard One – Constitution Compliance	Nate Rien (Brent Davis)
	Standard Two- Eligibility Processing	John McHenry (Marcy Parks)
11:30 – 11:45	Standard Three- Philosophy	Kanoe Bandy (Brent Davis)
	Standard Four - Professionalism	John McHenry (Rusty Smith)
11:45 – 12:00	Standard Five - Academic Achievement	Nate Rien (Brent Davis)
	Standard Six - Citizenship	John McHenry (Rusty Smith)
	Standard Nine - Program Demographics	Kanoe Bandy (Jody Allen)
12:00 – 12:15	Standard Seven-Gender Equity	Nate Rien (Brent Davis)
	Standard Eight -Fundraising	Kanoe Bandy (Joe D'Agostino)
12:15 – 12:30	Short Discussion on Visit	Everyone

Note: Subject to change. If not assigned , please attend other interview



2017 Compliance Summit Workshop Agenda

August 8, 2017
2:15 to 3:15 pm

- I. Introductions
- II. Review Agendas / Additions
- III. Duties of the Planning Board Sport Representative
- IV. Cover the following items:
 - a. CVC Schedules
 - b. CVC Sport Supplement
 - c. CCCAA Constitution – regarding specific sport (Bylaw 4)
 - d. Championship handbook
 - e. Other governing rule books
 - f. California Community College Coaches Association Code of Professional Conduct and Ethics (CCCAA Constitution and Bylaw Appendix E)
- V. Decorum Policy (CCCAA Constitution Bylaw 4.4-4.8.1)
- VI. Fill in names:
 - a. Planning Board Sport Rep _____
 - b. Management Council Sport Rep _____



c. President of specific sport _____

d. CVC Coaches Rep _____

VII. Process for making rule changes, for both CVC and CCCAA

a. CVC – present to CVC Planning Board through your Planning Board Sport Representative before any action can be taken.

(Operational or Policy to determine Planning Board or CVC Board).

b. CCCAA – form 5 procedures

VIII. Procedure for ordering CVC trophies

a. What trophies are allowed? Refer to sport supplement

1. _____

2. _____

3. _____

IX. Fill out evaluations

X. Other topics

Planning Board Agenda
Conference Call
February 5, 2018

1. Welcome and Introductions
2. Approval of minutes from October 26, 2017 – Attached
3. Commissioners report – Susan Yates
4. Committee reports:
 - a. Budget/Audit – Brent Davis, Chair
 - b. Public Relations/Sports Information – Eric Mendoza, Chair
 - c. Constitution/Bylaws - Nate Rien, Chair
 - d. Awards – Kanoe Bandy, Chair
 - e. Officials Task Force – Kanoe Bandy, Chair
5. Mini summit report
6. CCCADA Representative Report – Brent Davis
7. Commissioner recommendation
8. Next Meeting: Conference Call Schedule

February 26, 2018 at 9:00 am
March 12, 2018 at 9:00 am
9. CVC Board Meeting: March 21st, 2018 at 9:30 am at College of Sequoias

Planning Board Conference Call Agenda
September 11, 2017

1. Welcome and Introductions
2. Approval of minutes from August 8, 2017 – Attached
3. Committee reports:
 - a. Budget/Audit
 - b. Public Relations/Sports Information
 - c. Constitution/Bylaws
 - d. Awards
4. Officials proposal – Susan Yates
5. Summit Evaluation - Attached
6. Mini Summit planning and proposal
7. Creation of all sport representatives to be included in all supplements.
8. Good of the order
9. Next Meeting: Conference Call Schedule
 - October 2, 2017 at 9:00 am
 - November 6, 2017 at 9:00 am
 - December 4, 2017 at 9:00 am
10. CVC Board Meeting: March 21st, 2018 at 9:30 am at College of Sequoias

CVC EXECUTIVE BOARD/PLANNING BOARD INVITATION

**To: Central Valley Executive Board and
Central Conference Planning Board**

**From: Susan Yates / CVC Commissioner
Kanoë Bandy / CVC Planning Board President**

Re: Central Valley Conference Spring Meeting

Spring meeting reminder!

Attached is the location information from President Carrizosa / Chairman of the Board. Please make a copy of the parking permit and place on your dashboard.

A lot has happened since we last met and we are looking forward to this meeting. We will be sending out the agenda soon. Please remit any agenda items you would like placed on the agenda by February 2nd.

Wednesday, March 21, 2018, 9:30 a.m. – 12:00 Noon

Meeting will be in Hospital Rock (HR) 133. Campus Map attached.

Parking Permit attached

**College of the Sequoias
915 South Mooney Blvd.
Visalia, CA 93277
Office: (559) 730-3745**

Thank you so much,

**Susan Yates
Commissioner**

**Kanoë Bandy
CVC Planning Board President**