

MEMORANDUM

To: Presidents Assembly & Executive Committee

From: FCCAA State Office – Charles Smith

Subject: Executive Committee Meeting Minutes

Date: June 5, 2007

Call To Order: President Eileen Holden called the meeting to order at 8:30 a.m.

Members Present: Charles Smith [FCCAA], Eileen Holden [PCC]; Lena Phelps-Ellerker [SFICC]; Connie Tice [CFCC]; Don Snowden [PJC]; Rob Marino [CFCC]; Dean Anthony [MCC]; Dennis Reynolds [PJC]; Jim Cox [MDC]; Mickey Englett [OWC]; Bob Zelinski [CFCC]; Gregg Wolfe [GCCC]; Chuck Hall [LCCC]; John Holdnak [GCCC]; Michael Elam [DBCC]; Jeb Blackburn [TCC]; Hazel Creveling [SPC]; Leonard Bruton [PBCC];. Brenda Spencer [DOE];

Members Absent: Audrey Couprie [SFeCC]; Bill Mallowney [VCC]; Kenneth Ross [BroCC]; Jose Medina [IRCC]; Sandra Harrell [Chipola]

Guests: Kevin Letourneau [FCCJ]

Welcome and Introductions: Eileen Holden welcomed the committee; each member and guest introduced themselves.

Charles Smith explained to the committee how to fill out their expense vouchers and procedures for the luncheon.

Adoption of October Minutes: *Motion* by Leonard Bruton to accept the minutes of the October 3, 2006 Executive Committee Meeting. *Second* by Chuck Hall. *Passed.*

Nominating Committee Report: Jeb Blackburn gave a report on the Nominating Committee. The committee recommended Dr. John Holdnak {GCCC} to be the President-elect and Ms. Katie Shannon {SJRCC} for the position of Student At-large. There were no nominations from the floor.

Motion by Lena Phelps-Ellerker to accept the nominations. *Second* by Hazel Creveling. *Passed.*

Search

Committee Report: Eileen Holden presented the “proposed” process, procedures and committee assignments for the Search Committee for the replacement for the Administrative Coordinator Charles Smith who is retiring December 31st. The committee discussed the process, procedures and committee assignments, along with the compensation for the new coordinator. The Search Committee will be: the FCCAA President Eileen Holden {Chair}, President-elect John Holdnak, and Representatives Kenneth Ross {CIA}, Mike Elam {CSA}, Gregg Wolfe {CAA}, Chuck Hall {COP}, Leonard Bruton {At-large}, Bill Mullowney {Legal Counsel}, and Kevin Letourneau {FJCCSGA President}. The committee shall recommend 3-5 candidates to the Executive Committee who shall select the new Administrative Coordinator.

Motion by Mike Elam to accept the process and committee assignments.
Second by John Holdnak. **Passed.**

Budget 2007-2008 The committee discussed the proposed budget presented by Eileen Holden and Charles Smith for the 2007-2008 Academic Year. A line item had been added to cover the expenses of the Search Committee and candidate’s interviews. The Institutional Dues will be the same as those assessed in 2006-2007. {**See Attachment “A”**}

Motion by Chuck Hall to accept the proposed budget and forward to the Council of Presidents for approval. **Second** by Jeb Blackburn. **Passed.**

Discipline Hearings:

Charles Smith reviewed the Disciplinary “Inquires” and/or action taken by the Steering Committee.

Broward CC: Charles Smith reported to the committee that the penalties assessed against Broward CC were fulfilled by the college, and that the Baseball games that the ineligible Baseball player had participated in during the 2003-2004 season had been forfeited.

St. Pete College: Charles Smith reported to the committee that the college had accepted the penalty of forfeiting all Basketball games that the ineligible student/athlete had participated in during the Fall of 2005 and Spring of 2006 and the games in Fall of 2006. The NJCAA and FCCAA had declared the student/athlete ineligible based on his High School Diploma from a non-accredited Correspondence School {Cornerstone Christian}. The college had appealed to the NJCAA for the Fall of 2005, which was denied. The college did not appeal to the FCCAA.

Daytona Beach CC: Charles Smith reported to the committee a “self-reported” violation pertaining to the recruitment of a student/athlete in Men’s Basketball. The student stayed an extra day on his visit, and was declared ineligible by the NJCAA for participation at DBCC. The college appealed the decision to the NJCAA and the decision was amended allowing the student/athlete to attend DBCC but not be allowed to participate in the 2007-2008 year. The committee took no action on this case.

Indian River CC: Charles Smith reported that an audit by the NJCAA in Men’s Swimming at IRCC revealed that the college had allowed two International student/athletes to participate during the 2006-2007 year. The rules allow for three International student/athletes to participate. The two in question were not holders of a “Green Card” {their parents had one} thus the two were considered International student/athletes {two over the allowable number}. The NJCAA assessed a penalty against the college for the 2007-2008 year of reducing the allowable number of International student/athletes from three to one. The committee took no additional action.

Hillsborough CC: Charles Smith reported to the committee that the Steering Committee had denied a request from the college to allow a canceled game to count as the 5th game of the student/athletes five game suspension assessed by the committee.

Hillsborough CC: Charles Smith reported to the committee that the college had used an ineligible student/athlete in Women’s Tennis {HCC @ CFCC}. The student/athlete had not been cleared by the NJCAA as an Amateur. The NJCAA declared the student/athlete as a Professional. The committee was informed that the student/athlete had participated in three matches, not just one.

Motion by Jim Cox to have the FCCAA President issue a “Letter-of-Reprimand” to the College President. Second by Mike Elam. Passed.

Palm Beach CC: Charles Smith reported to the committee that the college had used an ineligible student/athlete in Women’s Basketball, thus resulting in forfeiture of the game. The committee took no additional action.

North Florida CC: Charles Smith reminded the committee that they had accepted the penalty assessed by the NJCAA last year against the college of reducing the LOI’s in Softball from 24 to 12 for the 2007-2008 year. The college appealed to the NJCAA to implement the penalty for the 2006-2007 year, instead of the 2007-2008 year. The request was approved.

North Florida CC: Charles Smith reported that the college had “self-reported” a violation with a student/athlete in Women’s Basketball. The college had failed to file on-line one LOI. Because of the clerical error and the action taken by the college, the NJCAA allowed the LOI to be submitted on-line and did not assess any penalty against the college. The committee took no additional action.

Miami Dade College: CAA Chair and Athletics Director at the college distributed a letter “self-reporting” a violation in Women’s Volleyball. An assistant coach had participated in an out of season contest with a student/athlete from the college. The college had “self-imposed” penalties for the violation. After discussion the committee chose not to take any action.

Motion by Mike Elam to have the Steering Committee handle this matter, after hearing from the NJCAA. **Second** by Don Snowden. **Passed.**

Chipola College: Charles Smith reported that he would have an Inquiry into the eligibility of an International student/athlete in Men’s Basketball. The NJCAA will look into the matter also.

**Legislative Update
Report:**

Dr. Brenda Spencer from the DOE gave an informational report on the recent legislative session. The Governor vetoed the tuition increases that will have an impact on the college’s budgets. She discussed the changes in the Office of the Chancellor. Chancellor Armstrong will be leaving at the end of June to assume the Presidency of Broward CC. Dr. Sara Hamon had resigned to take a position at FSU. Interim and/or replacements have not been made at this time.

Presidents Report:

Eileen Holden informed the committee how much she appreciated the dedicated work of the committee during this year. She is reviewing FCCAA to see what if any changes need to be made with the retirement of Charles Smith. She has been working with Charles Smith, Chuck Hall and Bill Mallowney with this task. The Steering Committee has asked the Commissioners and CAA to look at the possibility of going entirely by the NJCAA Rules and Regulations. The committee had instructed the Administrative Coordinator to add to the Executive Committee Policies; Policy 20 Conflict of Interest. Said policy is required by the IRS and State.

***Administrative
Coordinators
Report:***

Charles Smith gave an informational report to the Committee. He thanked the Committee for all their cooperation the past year. The FCCAA Web page [www.flccaa.org] is being up-dated, and that colleges should be sending in their All-Academic Teams. Certificates would be distributed in July. A review of “official” ball and site contracts were also discussed. The State Baseball Championship game was taped delayed on television this year. Negotiations are on-going to do the same for Men and Women’s Basketball.

Division Reports:

Brain Bowl:

Lena Phelps-Ellerker gave a report on the division.

The 26th Annual State Tournament was held March 29-31 at Gulf Coast CC. The State Champions were Okaloosa Walton College {defeated GCCC} and the Dave Ehler High Point Award Winner was Emily Hooper of Okaloosa Walton College who was the first female to win the award. The Regional Coach-of-the Year recipients were: East Central - Pat Campbell of Lake Sumter CC; West Central – Peter Carson of South Florida CC; Southern – Bill Smith of Florida Keys CC; and Panhandle - Mike Van Dyke of Okaloosa Walton College who was also selected as the Roger Raeppe State “Coach-of-the-Year.” Next years tournament will be hosted by Chipola College March 27-29, 2008. Regional tournaments will be held February 1-2, 2008.

There were 22 teams participating in Brain Bowl for the 2006-2007 year. St. Pete College will participate next year after a long absence. An Amendment to the Brain Bowl Policies was submitted: **Add: 2.1-{D} TEAM COMPETITION:** “Team members may be replaced under extraordinary circumstances. The appeal will be determined by the Steering Committee: the State Advisor and the four Regional Representatives.” {E} “Team members submitted on the eligibility roster must play at the State Tournament unless replaced by Rule 2.1 {D}. **Add: 9.2 {A} TEAM COMPETITION:** “each college’s team for the State Tournament must be composed of players who were on that college’s roster at Regional Competition.” {B} “Changes to the State Tournament Roster as determined by 2.1 {D} and/or 2.1 {E} must be approved by the Brain Bowl Steering Committee.

Motion by Jim Cox to accept the report, dates and sites, and amendments.
Second by Jeb Blackburn. **Passed.**

Forensics:

Connie Tice gave a report on the division.

The State Forensics Tournament was held February 22-24, 2007 at Central Florida CC. The State Champion was Tallahassee CC, with Central Florida CC 2nd, FCCJ 3rd, Seminole CC 4th, Santa Fe CC 5th, Okaloosa Walton College 6th. The Coach-of-the-Year was Connie Tice of Central Florida CC. The State Tournament will be held next year at Tallahassee CC. Tallahassee CC won the Phi Rho Pi National Championship which was held in Houston, Texas. Connie Tice of Central Florida CC was selected for the PHI RHO PI Service Award.

There is concern that the number of Forensics Teams in the State has fallen from 19 to 6 over the last eight years. Central Florida CC and Okaloosa Walton College's Coaches have resigned and replacements have not been made as of this date.

Motion by Lena Ellerker to accept the report and site of tournament.

Second by Hazel Creveling. **Passed.**

Music:

Don Snowden gave a report on the division.

The Winter Music Symposium was held January 25-27, 2007 at Stetson University. Seventeen [17] colleges had 290 students participate. The 2008 Symposium will be held at the University of North Florida, Jacksonville, January 24-27th. Don Snowden will step down as the State Director due to his duties for the next 2 years as the President of the Association of Concert Bands, an organization that promotes bands and music throughout the world. John Anderson of Polk CC will assume the duties as State Director.

Student Artist Competition Winners: Female Voice: Amber Gauthier {IRCC and Shannyn Darroch {SPC}; **Male Voice:** Stephen Fee {SPC}; **Woodwind:** David Thut {SPC}; **Brass:** Sidney Hand {BreCC}; **Classical Guitar:** Alan Nguyen {MCC}; **Piano:** Christine Verlet Anderson {GCCC}; **Jazz:** Luc Beauliere {PBCC}; **String:** Sophavy Vann {MCC}; **Percussion:** Ashley Gibson{PJC}. The winners may receive a \$500 scholarship for 4 semesters from a participating college or university. The scholarships are not given by FCCAA.

The Directors had their annual meeting on Saturday, January 28th. Jim Bishop from Brevard CC will serve as Symposium Chair for 2008.

Motion by Dennis Reynolds to accept the report and date, site of the event. **Second** by Leonard Bruton. **Passed.**

Theatre:

Dean Anthony gave a report on the division.

The results of the colleges that were adjudicated were: **Broward CC** "Bedroom Farce" [Superior] and "A Street Car Named Desire" [Excellent]; **Central Florida CC** "Marley's Ghost" [Excellent] and "Tartuffe" [Superior]; **Chipola College** "I Hate Hamlet" [Superior]; **Santa Fe CC** "Lady House Blues" [Superior] and "Portraits of Eight" [Superior] and "Welcome to the Moon" [Excellent]; **Manatee CC** "The Rimers of Eldritch" [Excellent] and "Dearly Beloved" [Good]; **Miami Dade College** "The Dining Room" [Superior]; **Pensacola JC** "South Pacific" [Excellent]; **Tallahassee CC** "A Christmas Story" [Superior].

The FCCAA Theatre Division Meeting/Workshop was held May 11-12th at Indian River CC. Participating colleges were: CFCC, IRCC, MCC, PJC. Eighteen students and three faculty attended "Stones In His Pocket" at the Riverside Theatre in Vero Beach. At the Workshops: MCC students presented auditions, CFCC students presented two 1 act plays, PJC students presented audition pieces. There is concern that the requests for adjudications has fallen over the years. The adjudications are done at no charge to the colleges. Hopefully requests for adjudications will increase and attendance at the workshops will increase also.

Motion by *Connie Tice* to accept the report. **Second** by *John Holdnak*. **Passed.**

Publications:

Rob Marino gave a report on the division.

The 2006 FCCPA Convention was held in Ft. Lauderdale where there were 11 colleges participating: Broward CC, Central Florida CC, Daytona Beach CC, Florida CC @ Jax, Hillsborough CC, Lake Sumter CC, Manatee CC, Miami Dade College, Pasco Hernando CC, Pensacola JC and Tallahassee CC. New Association Officers were selected at the conference, they are: Rob Marino {CFCC} President, Cassandra Robison {CFCC} Vice President and Jennifer Shapiro {BroCC} Secretary.

The winners of the competition were:

Newspaper Division A

- 1st Place: *The Talon*, TCC
- 2nd Place: *In Motion*, DBCC
- 3rd Place: *The Scribe*, SCC

Magazine Division A

- 1st Place: *Eerie*, TCC
- 2nd Place: *Kairos*, SJRCC
- 3rd Place: *Imprints*, CFCC-Ocala

Newspaper Division B

- 1st Place: *The Corsair*, PJC
- 2nd Place: *Catalyst*, MDC-Kendall
- 3rd Place: *Metropolis*, MDC- Wolfson

Magazine Division B

- 1st Place: *Miambiance*, MDC- Kendall
- 2nd Place: *Issue*, PJC
- 3rd Place: *Triad*, HCC

At the FCCPA Spring Business Meeting several suggestions were made regarding the raising monies for the Annual Conference. Charles Smith will be inducted into the FCCPA Hall-of-Fame at the 2007 Conference. The FCCPA Handbook for Conference will be up-dated.

Amendments submitted: **Article VI ELECTION OF OFFICERS: Section 1** “All officers shall be elected for two year terms {except for immediate Past-President}. They shall be eligible for re-election. The term of office for all officers {including the immediate Past-president} shall begin immediately following the close of the Fall Conference.” The in-coming President shall appoint the convention coordinator for a one year term.

Section 3: “A ballot shall be prepared for the election of officers only when there are contested positions. In this case, the outgoing Executive Committee members shall count the ballots, and announce the new officers at the Fall Conference. If there are no contested positions, voting shall be by a visual count of voting members present at the Fall Business Meeting.”

The Annual State Conference will be held at the Wyndham Riverwalk Hotel, Jacksonville October 9-12 and Peter Townsend from Miami Dade will continue to serve as the Contest Coordinator.

Motion by Eileen Holden to accept the report and date of the event and the Amendments. **Second** by Chuck Hall. **Passed.**

**FJCCSGA Report
Of President:**

No Report.

**FJCCSGA State
Advisor Report:**

Dennis Reynolds gave a report on the Advisor’s Association’s activities and FJCCSGA on behalf of Audrey Couprie.

The E-Board held their Incoming-Outgoing Leadership Retreat in Orlando in June. This was the first time the two were together. The August President’s assembly was held at the St. Petersburg Hilton, site of the 2008 State Conference. The November Assembly was held at Santa Fe CC where 126 students attended. State Senator Steve Oelrich, former State Representative and Current Alachua County Commissioner Cnythia Chestnut, SFCC President Jackson Sasser, College Lobbyist Steve Schroder {PHCC} and Dug Jones {SFeCC} all spoke and participated with the group. The State Conference was held February 8-11 with 450 students from 26 colleges {Brevard and Florida Keys did not attend} participating. For the first time FJCCSGA Leadership Certification was offered to the students. Dr. Ed Massey, IRCC President was a key-note speaker at the awards banquet, where the following awards were

presented: **Bob Graham Distinguished Service Award: Student Haytoa Urata {SPC}, Employee Chris Soto {ECC}, Community Supporter Holland Salley {ECC}, Advisor Bruce Cook {DBCC}**. The **Vee Severs_Choate State Advisor** was presented to Dan Rodkin {SFeCC}. The conference was a good educational experience for all the delegates.

The March President's Assembly "**The Rally In Tally**" was held in Tallahassee March 22-23rd and was huge success with 230 students participating. The College Presidents were invited to a formal dinner at TCC with students and several of them attended. The next day the Rally was held on the steps of the Old Capital with Presidents Mojock, Holden, Johnson, Hall, Dassance, Pappas, attending and Senator Harry Haridopolos, Senator Steve Wise, Representatives Trey Traviesa and Geraldine Thompson all spoke to the group. The students definitely had an impact on the legislators they visited. The Advisors met June 12-14 in Cocoa Beach, visiting Brevard CC Cocoa Campus.

Motion by John Holdnak to accept the report. **Second** by Don Snowden. **Passed.**

**Men's Athletic
Commissioner:**

Bob Zelinski gave an informational report on the commissioner's office.

Bob reported on the policy changes from the NJCAA. Florida {Region VIII} was instrumental in the adoption of many of the policies. Bob has conducted a Workshop/Presentation to the College Registrars at their May meeting in Daytona Beach.

The ejections report was distributed to the committee.

Basketball: Coaches - none; Players - 3 non-violent.

Baseball: Coaches - 9 non-violent, 1 violent; Players – 6 non-violent.

FAPR Reports have been sent and are due back July 1st.

**Women's Athletic
Commissioner:**

Mickey Englett gave an informational report on the commissioner's office.

FAPR have been sent to the colleges and are due back July 1st. Mickey explained to the committee the FAPR Report/Form used by the Commissioners. Mickey had conducted a Workshop/Presentation to the Financial Aid directors during the year.

The ejection report was distributed to the committee.

Basketball: Coaches – 1 non-violent; Players – 17 non-violent, 8 violent.

Softball: Coaches – 3 non-violent, 1 violent; Players – 4 non-violent, 1 violent.

**Council For
Athletic Affairs:**

CAA Chair Jim Cox gave a report on the council's activities.

The CAA met in Lake Mary for their Spring Meeting.

There will be no changes in the sports offered at the colleges for the 2007-2008 year. CAA members were concerned with Registrars interpreting High School graduation and diplomas as it concerns athletic eligibility. They feel progress will be made with the Workshop/Presentation given to the Registrars by Bob Zelinski.

The bracketing format used in Baseball this year allowed for a "true" championship game thus allowing the game to be on television. The format will be reviewed to see if any changes need to be made.

Conferences and/or colleges are encouraged to hold eligibility workshops and to include all coaches, administrators and staff.

The Council has placed in their policies and procedures the Executive Committee's Policy 16 VIOLATIONS and DISPUTE RESOLUTIONS as required by the Executive Committee. All policies that were in conflict have been deleted. The council has proposed the following amendments:

Section 4 State Sport Committee Policy 4 Duties of Committee Delete 4-B ~~"Determine the process for selecting tournament officials/umpires and appointing the commissioner/coordinator for the tournament game assignment of selected officials/umpires."~~

Section 22: State/District Tournaments Policy 9 – Officials Delete A-Men's & Women's Basketball; B-Baseball; C-Softball; D-Volleyball, which is the selection process. Add: "The appropriate commissioner shall select one Conference Coordinator of Officials within the FCCAA to select, coordinate, and assign all officials for the State Tournaments. This method approved by the Executive Committee last June to be used as an experiment this year. Section 23 All-Star Classic Policy 1 Scheduling "An All-star Classic may not be held ~~prior to the State Tournament or during the week of the State Tournament. The Classic may be held at another time of the year with the approval of the Council For Athletic Affairs.~~"

After discussion, **Motion** by Don Snowden to accept the proposed amendments, deletions and additions. **Second** by Chuck Hall. **Passed.**

**Council For
Business Affairs:**

John Holdnak reported that he would be serving as the council's Representative to the Executive Committee. He will inform the council of the matters addressed by the committee.

***Council For
Instructional
Affairs:***

No Report.

***Council For
Student Affairs:***

Mike Elam reported that the CSA would be meeting June 13-15 in Long Boat Key. He will bring to their attention any concerns of the committee.

***Council of
President's
Report:***

Chuck Hall reported that he would again serve as the C-O-P's Representative to the Executive Committee. Dr. Jackson Sasser is the new Chair of the C-O-P. The council will be meeting June 13-15 in West Palm Beach at the PGA Resort.

***Hall-Of-Fame
Committee:***

Charles Smith submitted twelve {12} names to the committee for action.

The **Class of 2007**: **Dan Finley** {GCCC} Brain Bowl Coach; **Cory Edwards** {VCC} former student/Brain Bowl; **Peter Townsend** {MDC} former Newspaper Advisor; **Steve Vaughn** {BreCC} retired Orlando Sentinel Editor; **Jim Phillips** {TCC} Former SGA Advisor; **Maria Mendoza** {TCC} former Softball Coach; **Joe Arnold** {MDC/PCC} former Player, Baseball Coach; **Ralph Daniel** {FCCJ} retired Coach/Athletic Director; **Placido Polanco** {MDC} Pro Baseball Player; **Larry Castle** {SCC} retired Tennis Coach/Athletic Director; **Don Rutledge** {VCC} retired Coach/Athletic Director/Official; **Jerry Odom** {OJC/VCC/SPC} retired Coach/Administrator.

Motion by Hazel Creveling to approve the Class of 2007. ***Second*** by Connie Tice. ***Passed.***

Motion by Mike Elam to give the Executive Committee's "Distinguished Service Award" to Charles Smith. ***Second*** by Jeb Blackburn. ***Passed.***

The induction ceremonies will be at the closing luncheon on Friday, November 16th at the FACC State Conference at the Hyatt Hotel in Orlando.

Recognition:

Eileen Holden presented recognition plaques of appreciation to members leaving the committee: Don Snowden, Jim Cox, and Connie Tice. Plaques for Sara Hamon, Jose Medina, Audrey Couprie, will be presented at a later date. Al James received his at an earlier date.

Fall

Meeting Dates: Eileen Holden set the date and site for the Fall Meeting for Tuesday, October 2, 2007 and the Spring Meeting for Tuesday, June 3, 2008 at the Sheraton Suites – Tampa Airport.

Adjournment: There, being no further business, ***Motion*** by *Chuck Hall to adjourn.*
Second by *Jeb Blackburn. Passed.*

This report is respectfully submitted by: _____
Charles F. Smith – Administrative Coordinator