



**MINUTES
CCACA CONFERENCE CALL**

WEDNESDAY, DECEMBER 1 ~ 11:00 a.m. – 12:00 p.m. CT

Participants: Amy Huchthausen and Matt Jarret, America East; Sherri Booker, Atlantic Sun; Lori Ebihara (co-chair) and Mary Ellen Enigk (recording secretary), Big 12 Conference; Jason DeAngelis, Mia Brickhouse and Amy Haworth, Big East; Ron Loghry, Big Sky; Erica Satterfield, Big West; Charolette Hunt and Jeff Schemmel, Conference USA; Mary Mulvenna, Ivy; Angie Torain, Mid-Continent; Sonja Stills, Mid-Eastern Athletic; Sarah Weier, Missouri Valley; Anthony Archbald, Mountain West; Corrinne Wright, Northeast; Erik Price and Ron Barker, Pac-10; Sarah Adams, Patriot; Greg Sankey, Gil Grimes and Torie Johnson, SEC; Doug King, Southern; LaRon Black, Southland; Corey Lima, SWAC; Jennifer Henderson, Sun Belt; Patrick Hairston, WAC.

1. Approval of Minutes of November 3 and 4 CCACA Conference Calls.

- **ACTION:** The minutes were approved.

2. Conference Meeting Participation.

Brad Hostetter and Bo Kerin provided an update on the staff's review of services provided by Membership Services for conference meetings. Brad encouraged the CCACA to email him feedback on the staff's current expectations/guidelines for participation in conference meetings, prior to December 14.

3. Hot Topics.

During the November 3 CCACA conference call, Gil Grimes expressed concern over the timeliness of Hot Topics and responses from staff. At that time, the group agreed that the staff needs to provide Hot Topics 6 – 8 weeks prior to the relevant time in order to aid the institutional compliance staff in educating their coaches.

- **FOLLOW-UP:** Brad Hostetter addressed the concerns and noted that the staff is sensitive to the timing of Hot Topics. He shared that the staff has encountered difficulty in rendering Hot Topics when a high volume of requests occur. However, the staff understands the CCACA's concerns and will attempt to release Hot Topics in a timely manner.

Discussion ensued on whether it would benefit the staff if Hot Topics were coordinated through the Conference office.

- **ACTION:** It was the sense of the group to coordinate Hot Topic requests through the conference office, rather than institutions submitting such requests directly to the NCAA.

4. Future Conference Calls and In-Person Meeting.

The next conference call will take place on January 6, 2005 and the in-person meeting is scheduled for February 7 – 8, 2005 in Indianapolis, IN.

5. Adjournment.

The call was adjourned at 12:00 p.m. (CT).