



**MIRACOSTA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
One Barnard Drive, Oceanside, CA**

MINUTES OF REGULAR MEETING

**AUGUST 17, 2023
(Approved September 14, 2023)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, August 17, 2023, in Room T-200 at the Oceanside Campus. President Frank Merchat called the meeting to order at 4:01 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar

Raye Clendening

William Fischer

George McNeil

Frank Merchat

Anna Pedroza

Jackie Simon

Kenneth Pilco (Student Trustee)

Administrators present:

Superintendent/President Cooke

Assistant Superintendent/Vice President Tim Flood

Assistant Superintendent/Vice President Charlie Ng

Assistant Superintendent/Vice President Denée Pescarmona

Assistant Superintendent/Vice President Alketa Wojcik

III. APPROVE MEETING MINUTES

A. Special Meeting/Closed Session of July 20, 2023

B. Regular Meeting of July 20, 2023

By motion of Trustee McNeil, seconded by Trustee Clendening, the board approved the minutes of the special meeting/closed session and regular meeting of July 20, 2023.

Vote: 7/0/0

Aye: Cassar, Clendening Fischer, McNeil, Merchat, Pedroza, Simon

Abstentions: None

Absent: None

IV. PUBLIC COMMENT ON ITEMS ON AND NOT ON THE AGENDA

None.

V. CHANGES IN AGENDA ORDER

None.

VI. PRESENTATIONS

A. MiraCosta Community College District Campus Climate Survey Update

Assistant Superintendent/Vice President Charlie Ng provided an update on the progress made and the next steps to be taken regarding the campus climate survey. The overall response rate for students and employees was 16 percent, which included 578 employee respondents (32 percent from faculty; 76 percent from staff) and 2,237 students who were enrolled when the survey was administered. The survey was administered in an effort to continuously improve our campus climate.

A total of 86 percent of survey respondents indicated they were mostly “very comfortable” or “comfortable” with the overall environment at MiraCosta College. Ng noted this result is the highest percentage of a campus climate survey for a community college since 2017 that the consultants have seen, which speaks highly for our college. Although the overall responses to the survey were positive, there is still work to do.

The recently awarded EEO Grant will help to support employee career success through an overarching strategy for professional development for all employees at the college, as well as onboarding and leadership development, which are in the development stage. Maintaining a healthy well-being is also a focus, so we can all be our best selves. Ng noted that MiraCosta was one of the leading colleges in terms of a telework policy. Additionally, to enhance inclusion and a sense of belonging, the district created the Chief IDEA Officer position. An IDEA Advisory Committee is being established to help in these efforts. Survey respondents expressed the need for the campus to be more accessible, so additional parking and wayfinding, including signs in Braille, are being increased across the campuses, and physical campus spaces are being enhanced with cultural artwork. The Title V grant will help foster a college-going culture and enhance support, especially for marginalized populations.

We will continue implementing and providing updates about new strategies and initiatives that address issues identified by the campus climate survey.

VII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions**
- B. Ratify Memorandum of Understanding 23-06 with the Faculty Assembly**
- C. Approve reclassification of existing position**
- D. Approve Classification of New Position and Job Description for Student Support Advisor**
- E. Approve Employment Contract for Professional Expert**
- F. Approve Employment Contract for Dean of Nursing, Health and Wellness**
- G. Adopt Resolution No. 2–23/24 in Observance of History and Heritage Months**
- H. Approve Employee Travel**
- I. Approve Fall 2023 Program Components for the Oceanside Unified School District CCAP Dual Enrollment Program**
- J. Approve Updated Course Agreement with Carlsbad Unified School District for the Fall 2023 Dual Enrollment Program**
- K. Approve Updated Course Agreement with San Dieguito Union High School District for the Fall 2023 Dual Enrollment Program**
- L. Approve Legal Services**
- M. Approve Bid # CO4-23 Photo Lab Mechanical Improvement**

- N. **Approve NOC Bid # C11-23 San Elijo Building 800**
- O. **Approve NOC Bid # C15-23 Building OC4400 Roof Replacement**
- P. **Notice of Completion – Procurement No. MM-10-003 Oceanside Parking Lot 5A**
- Q. **Ratify Award and Execution of Construction Services Contract for Bid No. C21-23 Theater Equipment Installation Project (OCN)**
- R. **Adopt Resolution No. 01-23/24 Establish the District Appropriations (Gann) Limit for Fiscal Year 2023/24**
- S. **Approve Amendment to Professional Services Agreement for Food Services**
- T. **Approve Agreement for PremierX Subscription with TargetX.com, LLC**
- U. **Ratify and Approve Contracts and Purchase Orders**

By motion of Trustee McNeil, seconded by Trustee Fischer, consent items A-U were approved.

Vote: 7/0/0
 Aye: Cassar, Clendening, Fischer, McNeil, Merchat, Pedroza, Simon
 Abstentions: None
 Absent: None

VIII. SECOND READ – BOARD POLICIES (Action Required)

A. Board Policy 7330 – Communicable Disease

By motion of Trustee McNeil, seconded by Trustee Pedroza, the board adopted Board Policy 7330 as presented.

Vote: 7/0/0
 Aye: Cassar, Clendening, Fischer, McNeil, Merchat, Pedroza, Simon
 Abstentions: None
 Absent: None

B. Board Policy 7600 – College Police Department

By motion of Trustee McNeil, seconded by Trustee Pedroza, the board adopted Board Policy 7600 as presented.

Vote: 7/0/0
 Aye: Cassar, Clendening, Fischer, McNeil, Merchat, Pedroza, Simon
 Abstentions: None
 Absent: None

IX. COLLEGE-RELATED REPORTS

A. Trustees Activities

Trustees Cassar, Clendening, Fischer, Merchat, and Pedroza attended the July 28 Board Futures workshop. Former Trustee Broad also attended the workshop.

Trustees Clendening, McNeil, Merchat and Simon attended the Associate Faculty flex hour via Zoom.

Trustees Merchat and Pedroza attended the August 12 Welcome Fest at SEC. Trustee Merchat thanked MiraCostans for their participation in Welcome Fests, which took place on Saturdays. On the same day as the SEC Welcome Fest, the campus also hosted the Farmer’s Market.

Trustee Clendening reported she attended the August 5 Welcome Fest on the Oceanside Campus, as well as the backpack giveaway hosted by the NAACP on the same day. On August 12, she attended the Welcome Fest at the Community Learning

Center. On August 15, she attended the quarterly Foundation Board meeting, and she acknowledged Thao Ha, Jacob Sneary, and David Parker for their innovation grant presentations. Additionally, Trustee Clendening announced the Gentlemen's Gourmet Scholarship fundraiser, hosted by the African American Women's Association at the El Corazon venue on September 16.

Trustee Simon attended a play at Southwestern College, the Carlsbad State of the City at the Dove Library, as well as a Women Leaders of District 38 event, where Dr. Cooke, along with Bea Palmer (Service Learning) received special recognition. Trustee Simon, along with Trustee Merchat attended the Cultural Competency Conference on the Oceanside Campus.

Trustees McNeil and Merchat attended the facilities liaison meeting via zoom on August 1, and they commended the Facilities folks and those working with Facilities for their efforts on our campuses.

Trustee Cassar noted climate change as a Futures signal, and he gave some examples of the efforts made by the college to slow down climate change and decrease our carbon footprint, like using solar power, teaching online classes. Trustee Pedroza noted that a number of schools are now embracing AI as a tool, which she is glad to see.

B. Students

Student Trustee Kenneth Pilco attended the Student Trustee Conference in Riverside August and made some good connections with student trustees from other institutions. He attended the two-day ASG retreat which was held at the SEC on the first day and Chicano Park on the second day. ASG leaders attended the Inter Club Council (ICC) conference.

C. Classified Employees

Classified Senate (CS) President Omar Jimenez reported the senate set goals around communication, engagement, and professional development. Three classified professionals will be joining the statewide Caring Campus initiative and will help to reenergize past efforts.

Jimenez reported he is assuming the permanent role in Student Equity, so for the next six months as a probationary employee in the role, Immediate Past President Carl Banks will step up as the CS president.

D. Faculty

Academic Senate (AS) President Leila Safaralian reported AS held their retreat and set goals for the year. Outcomes and assessment is going to be the focus in all they do. Artificial Intelligence (AI) will be another focus, and many informational AI sessions have been offered.

Safaralian thanked Aaron Roberts and Debby Adler for their work on flex week, and she thanked Xuchi Eggleton for planning today's cultural competency conference.

E. Assistant Superintendents/Vice Presidents

1. Instructional Services

Assistant Superintendent/Vice President Pescarmona reported a new dean of nursing was hired.

At this time, total headcount, which includes both credit and noncredit enrollments, is up 8.5 percent in headcount and 11 percent in FTES for fall. She credits the Welcome Fests, outreach at the high schools, and the efforts of the Student Services Division to accelerate the registration processes. She noted the CLC, which experienced decreases in enrollment due to the pandemic, is now growing and thriving, and students are excited to return to classes.

Accounting Instructor Mike Deschamps and team renewed our accreditation with the California Tax Education Council.

CLC Instructor Erica Duran developed new curriculum for a affordable housing management certificate in conjunction with the San Diego Housing Federation. Some who have completed this program have also gone on to earn their real estate license.

2. Student Services

Assistant Superintendent/Vice President Wojcik reported we're ready for students to come back on Monday. Almost 1,000 students, many of whom brought family members, were served at the Welcome Fests held on the San Elijo, Oceanside, and Community Learning Center campuses in August.

Help Huts will return to welcome students on Monday and Tuesday. Nearly 75 percent of our new students have already completed their orientation requirement. Wojcik noted that \$1.5M in Pell Grant funds were just disbursed to students, which allows them to purchase textbooks prior to the start of the semester. She shared that nearly 3,000 military affiliated students are attending the college. Admissions, Counseling, and Financial Aid will be open during the next several weekends to help students get situated for the semester. In most cases, fraudulent enrollments have been removed from classes prior to financial aid being disbursed to them, which has not been the case at many other colleges. There continues to be a mighty effort from faculty and college staff to screen student enrollments.

3. Administrative Services

Assistant Superintendent/Vice President Flood submitted a written report. He also thanked MiraCostans who helped to prepare the campuses over the summer for the beginning of the semester, including preparing for the tropical storm that is anticipated and could impact the first day of classes.

Flood credited staff working together collaboratively to create systems and put safeguards in place that help to avoid fraudulent checks from being written on our district accounts.

4. Human Resources

Assistant Superintendent/Vice President Ng acknowledged Hayley Schwartzkopf, Shawna Sourivanh, and Sandy Muryasz for taking on additional roles while he was on sabbatical during the summer.

In an effort to enhance visibility, HR and Payroll staff will participate in next week's Help Huts.

F. Superintendent/President

Superintendent/President Cooke reported the Foundation is primarily focused on raising funds for the resiliency fund (student emergency grants), and a \$120,000 match each year for the next five years for the Title V grant that will allow us to

expand the reach of the grant for many years to come. They are also trying to fill gaps in facilities funding with opportunities for naming buildings and spaces.

PIO continues their work with communications that positively impact enrollment.

Dr. Cooke thanked Aaron Roberts, Debby Adler, PDP, and Jim Sullivan who have made for a robust and successful Flex week, and she thanked Xuchi Eggleton and DEqCC for their work on the cultural competency conference.

The City of Carlsbad Chamber luncheon takes place the same day as All College Day, and a number of MiraCostans and trustees will be attending the lunch to represent MiraCosta in the community.

The Arts Calendar is now available on the website with events through May 2024. Dr. Cooke encouraged folks to attend the events and share the information with others.

X. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

None.

XI. ADJOURNMENT

The meeting adjourned at 5:33 p.m.

MINUTES APPROVAL:

Frank Merchat
President

Sunita V. Cooke, Ph.D.
Superintendent/Vice President