



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

MINUTES OF REGULAR MEETING

**NOVEMBER 16, 2023
(APPROVED DECEMBER 14, 2023)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, November 16, 2023, in Room T200 at the Oceanside Campus. President Frank Merchat called the meeting to order at 4 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar (arrived at 4:03 p.m.)

William Fischer

George McNeil

Frank Merchat

Anna Pedroza

Jackie Simon

Kenneth Pilco (Student Trustee)

Board members absent:

Raye Clendening

Administrators present:

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 October 19, 2023

By motion of Trustee McNeil, seconded by Trustee Fischer, the board approved the minutes of the special meeting/closed session of October 19, 2023.

Vote: 5/0/1

Aye: Fischer, McNeil, Merchat, Pedroza, Simon

Abstentions: None

Absent: Cassar, Clendening

B. Regular Meeting of October 19, 2023

By motion of Trustee McNeil, seconded by Trustee Simon, the board approved the minutes of the regular meeting of October 19, 2023.

Vote: 5/0/1

Aye: Fischer, McNeil, Merchat, Pedroza, Simon

Abstentions: Cassar

Absent: Clendening

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

None.

V. CHANGES IN AGENDA ORDER

None.

VI. PRESENTATIONS

A. Student Success and Equity Metrics

As part of the board's biannual review of student success and equity metrics, Dean Chris Tarman presented the most recent metrics, trends, and analyses from the leading and lagging indicators for first-time-in-college cohorts in the Guided Pathways Dashboard. Data show we are starting to rebound since Covid; our outcomes are recovering for the first time since Covid. Completed matriculation is even higher now than pre-Covid.

Data relating to first-time, fulltime students and their persistence rates show that two thirds of our first-time students attempt a full load. Fulltime students tend to complete their first term at a much greater rate than part-time students (e.g. approximately 14 percent of fulltime students do not complete all of their units, whereas 40 percent of part-time students do not complete any of their units in the first term), especially among disproportionately impacted students (African American/Black, Latinx, and male students).

Fall to spring persistence rates are increasing since Covid, however, those who do not complete any of their classes are those who typically don't return the next semester. This pattern is consistent over the past seven years, regardless of Covid. This reveals how critical early engagement, support, and intervention for students is to improve persistence and success rates. The college is developing strategies to serve this segment of students to mitigate the drops.

VII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions**
- B. Approve Increase to Hourly Pay Rates Effective January 1, 2024, and Set Minimum Wage to \$16**
- C. Approve Curriculum for 2024-2025 Catalog, Part I**
- D. Approve the American Institute for Foreign Study (AIFS) Faculty-Led Study Abroad to Paris, France – Spring 2024**
- E. Award Bid #C04-24 OC8000 CDC Access Control and Security**
- F. Award Bid #C14-23 OC Barrier Removal ADA Project**
- G. Notice of Completion – Bid #MM-21-23 Theater Equipment Installation Project**
- H. Ratify and Approve Contracts and Purchase Orders**

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

Vote: 6/0/0

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

Abstentions: None

Absent: Clendening

VIII. ACTION ITEMS

A. Establish Date and Time of Annual Organizational Board Meeting

By motion of Trustee McNeil, seconded by Trustee Pedroza, the board established the annual organizational meeting as December 14, 2023, at 4 p.m.

Vote: 6/0/0

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

Abstentions: None

Absent: Clendening

B. Ratify MiraCosta Community College District Classified Administrators Working Conditions Manual

By motion of Trustee McNeil, seconded by Trustee Pedroza, the board ratified MiraCosta Community College District Classified Administrators Working Conditions Manual as presented.

Vote: 6/0/0

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

Abstentions: None

Absent: Clendening

C. Adopt Resolution No. 6-23/24: Amend Resolution No. 13-10/11 Authorizing the Superintendent/President to Declare an Emergency and Take Emergency Actions

By motion of Trustee McNeil, seconded by Trustee Pedroza, the board adopted Resolution No. 6-23/24 to amend Resolution No. 13-10/11 authorizing the superintendent/president to declare an emergency and take emergency actions.

Vote: 6/0/0

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

Abstentions: None

Absent: Clendening

D. Adopt Resolution No. 7-23/24 Delegate Superintendent/President Emergency Declaration and Emergency Actions for Oceanside Main Power Outages

By motion of Trustee McNeil, seconded by Trustee Cassar, the board adopted Resolution No. 7-23/24 to delegate superintendent/president emergency declaration and emergency actions for the Oceanside Campus power outages.

Vote: 6/0/0

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

Abstentions: None

Absent: Clendening

IX. PERIODIC REVIEW – BOARD POLICIES (Action Required)

A. Board Policy 2715 – Code of Ethics – Standards of Practice

By motion of Trustee McNeil, seconded by Trustee Pedroza, the board adopted Board Policy 2715.

Vote: 6/0/0

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

Abstentions: None

Absent: Clendening

X. SECOND READ – BOARD POLICIES (Action Required)

A. Board Policy 2200 – Board Duties and Responsibilities

By motion of Trustee McNeil, seconded by Trustee Cassar, the board adopted Board Policy 2200.

Vote: 6/0/0

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

Abstentions: None

Absent: Clendening

B. Board Policy 6400 – Financial Audits

By motion of Trustee McNeil, seconded by Trustee Cassar, the board adopted Board Policy 6400.

Vote: 6/0/0

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

Abstentions: None

Absent: Clendening

XI. FIRST READ – BOARD POLICIES

A. Board Policy 6250 – Budget Management

Board Policy 6250 was reviewed and discussed, and the policy will be placed on a future agenda for adoption.

XII. INFORMATION

A. First Quarter Fiscal Report

The First Quarter Fiscal Report was provided for information.

B. Municipal Storm Water Management Plan Annual Implementation

The Municipal Storm Water Management Plan annual implementation was provided for information.

C. Actuarial Study Report

The Actuarial Study Report was provided for information.

D. Annual Financial and Budget Report

The Annual Financial and Budget Report was provided for information.

XIII. COLLEGE-RELATED REPORTS

A. Trustees Activities

Trustees McNeil, Cassar, Simon, Merchat, Clendening attended the Community Leaders Breakfast on October 20 at the Westin Carlsbad Resort and Spa.

Trustee McNeil attended a GEAR UP meeting via zoom and noted there are two cohorts of students: one high school seniors cohort, and one high school junior cohort. Trustee McNeil shared the women's soccer team won the league and will play in the state championship!

Trustee Cassar attended the SDICCCA board meeting. He also attended the listening session at the San Elijo Campus (SEC) last evening, along with Trustee Simon. Trustees Simon, Pedroza, and Merchat attended the Saturday farmers market at SEC.

B. Students

Student Trustee Kenneth Pilco reported he attended the Community Leaders Breakfast. He expressed appreciation for the faculty members who pivoted during the power outage to assist students. Pilco met with Charlie Ng to discuss payroll for student employees, and he toured the campus with visitors.

C. Classified Employees

Immediate Past Classified Senate (CS) President Carl Banks also attended the Community Leaders Breakfast. Banks thanked the board for approving the release time for classified staff to attend the December 8 end-of-year celebration lunch. Funds raised from the online gift basket auction will be used to endow the NDN scholarship.

D. Faculty

Academic Senate (AS) President Leila Safaralian was away at an ASCCC conference, so no report given.

E. Assistant Superintendents/Vice Presidents

1. Instructional Services

Assistant Superintendent/Vice President Pescarmona expressed gratitude for faculty and staff being able to pivot and work so hard over the last several weeks during the power outages.

Enrollment for spring is looking very strong, and we're only one week into priority registration. Pescarmona expressed appreciation for the Aspen Prize, for which we are submitting an extensive application. MiraCosta was ranked as one of the top 150 academic institutions in the nation, making us eligible to apply. Additionally, the TCI was selected for a Department of Energy grant focused on energy conservation that will help with existing TCI coursework and the development of new programs.

2. Student Services

Assistant Superintendent/Vice President Wojcik reported the compressed enrollment period has so far resulted in 5,000 students enrolled in one week. Prior to the compressed enrollment period, it would have taken one month to enroll the same number of students. Wojcik thanked the CARE team for providing more than 250 turkeys to students in need at the CLC and OC, in addition to a successful clothing drive. To further assist students in need, a \$50,000 resilience fund goal has been reached, however, Wojcik noted additional contributions can still be made.

3. Administrative Services

Assistant Superintendent/Vice President Flood thanked all of the students, staff, faculty, and administrators for their resilience and flexibility during the power outages. Balfour Beatty, Kitchell, and CW Driver were very supportive and instrumental in resolving the issues as well.

Flood shared we received the Chancellor's Office Sustainability award for innovative projects for a medium-sized college for the photovoltaics project on our campuses. He thanked the sustainability committee and the student club for their efforts on the project. We also received the Customer of the Year award from the Olivenhein Municipal Water District for our work with them on bringing reclaimed water to the San Elijo Campus.

4. Human Resources

Assistant Superintendent/Vice President Ng reported open enrollment (for two months - January and February) was just completed, and Human Resources (HR) is preparing for a second open enrollment that will take place in January. Progress is being made on onboarding training and professional development. Ng thanked HR and Payroll staff for their hard work. He acknowledged all who had to pivot over the last several weeks.

F. Superintendent/President

Assistant Superintendent/Vice President Wojcik noted that Dr. Cooke was away at an AACC Conference, and the President 's Office submitted a written report.

XIV. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

None.

XV. ADJOURNMENT

The meeting adjourned at 5:43 p.m.

MINUTES APPROVAL:

Frank Merchat
President

Alketa Wojcik, Ph.D.
Assistant Superintendent/Vice President