



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

REGULAR MEETING
4 P.M. – THURSDAY – APRIL 20, 2023
COMMUNITY ROOM – COMMUNITY LEARNING CENTER (CLC-127)
1831 MISSION AVENUE – OCEANSIDE, CA

AGENDA

- I. CALL TO ORDER
- II. FLAG SALUTE / ROLL CALL
- III. APPROVE MEETING MINUTES

- A. Special Meeting/Closed Session of March 16, 2023
- B. Workshop of March 16, 2023
- C. Regular Meeting of March 16, 2023

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

ITEMS ON THE AGENDA: Members of the audience may address the Board of Trustees on any item listed on the agenda when that agenda item comes up for discussion and/or action. Comments will be limited to three (3) minutes per agenda item and a total of fifteen (15) minutes of public comment on any one item, unless waived by the board. Non-English speakers utilizing a translator will have six (6) minutes to directly address the board. Consent items are considered routine and customary district business, and are voted on in one vote; however, a board member or a member of the audience may request that an item listed on the consent items be removed and considered individually.

ITEMS NOT ON THE AGENDA: Members of the audience may address the Board of Trustees on any topic not on the agenda so long as the topic is within the jurisdiction of the district. Under the Brown Act, the board is not permitted to engage in public discussion or take any action on an agenda item not on the agenda, except that members of the board may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Government Code §54954.3. In addition, on their own initiative, or in response to questions posed by the public, a member of the board may ask a question for clarification. A member of the board or the board itself may provide a reference to staff (superintendent/president) or other resources for factual information, request staff (superintendent/president) to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff (superintendent/president) to place a matter of business on a future agenda. Comments from visitors shall not exceed three (3) minutes unless the board waives the time limit. Non-English speakers utilizing a translator will have six (6) minutes to directly address the board. The board may also limit the total amount of time for speakers on a particular topic to fifteen (15) minutes.

DECORUM: Board Policy 2355 requires members of the public to observe order and decorum at board meetings and to conduct themselves in a courteous manner, avoiding profanity, obscenity, other abusive language, and threats of violence. The board president, as presiding officer, has the authority to run the meeting, which includes the authority to issue warnings, call for recesses, or clearing the boardroom in the event of disruptive behavior. Speakers shall speak to the issues and refrain from using defamatory or abusive personal remarks that disturb or impede the meeting or exceed the bounds of civility necessary to the conduct of the business of the district. Government Code section 54954.3(c) establishes that the legislative body of a local agency shall not prohibit public criticism of the policies, procedures, programs, or services of the agency, or of the acts or omissions of the legislative body, and California Penal Code section 403 makes it a misdemeanor for any person to willfully disturb or break up any assembly or meeting with lawful authority.

V. CHANGES IN AGENDA ORDER

VI. PRESENTATIONS

- A. Accreditation Update: Next Steps

VII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions
- B. Approve Classification of New Position, Description of Duties, and Hourly Rate of Pay for Learning-Aligned Program Student Intern
- C. Approve Assistant Superintendent/Vice President Sabbatical Leave Request
- D. Approve Classification of New Position, Job Description, and Salary for Director of Child Development Center
- E. Approve Increase to George Brown College Partnership Agreement for Distance Education Certificate Programs
- F. Approve Purchase of Digital Resources through the Community College Library Consortium for FY2023/24
- G. Approve Renewal of Oracle Enterprise Resource Planning (ERP) PeopleSoft Applications Software Update Licensing, Maintenance and Technical Support Services
- H. Approve Renewal of Palo Alto Network Security Software Licensing Subscriptions, Technical Support Services and Maintenance Agreements
- I. Approve San Elijo's Data Storage Area Network Equipment Replacement
- J. Award of Contract for Bid C11-23 San Elijo Building 800
- K. Award of Contract for Bid C15-23 Building OC4400 Roof Replacement
- L. Ratify and Approve Contracts and Purchase Orders

VIII. ACTION ITEMS

- A. Ratify Memorandum of Understanding 23-01 Health Benefits between the MiraCosta Community College District and Associate Faculty
- B. Adopt Resolution No. 12-22/23: Authorizing Renewal of Workday Enterprise Resource Planning Software and Related Services
- C. Adopt Resolution No. 13-22/23: Authorizing Approval of Agreement for Purchase and Sale of Modular Buildings
- D. Appoint Independent Citizens' Bond Oversight Committee Members

IX. PERIODIC REVIEW – BOARD POLICIES (Action Required)

- A. Board Policy 2015 –Student Trustee

X. COLLEGE-RELATED REPORTS

- A. Trustees Activities
- B. Students
- C. Classified Employees
- D. Faculty
- E. Vice Presidents
 - 1. Instructional Services
 - 2. Student Services
 - 3. Administrative Services
 - 4. Human Resources
- F. Office of the President
- G. Superintendent/President

XI. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

XII. ADJOURNMENT

UPCOMING MEETINGS

**4 p.m. – May 11, 2023
Workshop**

**4 p.m. – May 18, 2023
Regular Meeting**

In compliance with Government Code §54957.5, nonexempt writings that are distributed to a majority or all of the MiraCosta Community College District Board of Trustees in advance of their meetings may be viewed at the Office of the Superintendent/President, One Barnard Drive, Oceanside, California, or by clicking on the Board of Trustee's website at <http://www.miracosta.edu/OfficeOfThePresident/BoardofTrustees/Agendas.htm>. Such writings will also be available at the board meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Julie Bollerud, executive assistant to the superintendent/president, at 760.795.6610 or by email at jbollerud@miracosta.edu.



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

MINUTES OF SPECIAL MEETING/CLOSED SESSION

**MARCH 16, 2023
(DRAFT)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in closed session on Thursday, March 16, 2023, in Room 1116 on the San Elijo Campus. Vice President Rick Cassar called the meeting to order at 1:45 p.m. President Frank Merchat arrived at 1:55 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar	George McNeil
Raye Clendening	Frank Merchat
William Fischer	Jackie Simon

Board members absent: Anna Pedroza

Administrators present:

Superintendent/President Sunny Cooke
Assistant Superintendent/Vice President Charlie Ng

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

None.

IV. DECLARE NEED FOR CLOSED SESSION

At 1:45 p.m., the board announced the need to enter closed session to discuss the following topics:

A. Conference with Labor Negotiators

(Pursuant to Government Code Section 54957.6)

Agency designated representatives: Superintendent/President Sunita V. Cooke,
Assistant Superintendent/Vice President, Human Resources Charlie Ng
Employee organizations: All Groups

B. Conference with Legal Counsel

(Pursuant to Government Code section 54956.9(d)(2))

Anticipated Litigation, Number of Potential Cases: 1

- JPA 21-05582

- C. Public Employee Performance Evaluation
(Pursuant to Government Code section 54957)
Title: superintendent/president

V. RECONVENE IN OPEN SESSION – REPORT ACTION FROM CLOSED SESSION

At 2:27 p.m., the board returned to open session to report the following:

- A. **Conference with Labor Negotiators**
(Pursuant to Government Code Section 54957.6)
Agency designated representatives: Superintendent/President Sunita V. Cooke,
Assistant Superintendent/Vice President, Human Resources Charlie Ng
Employee organizations: All Groups

No report.

- B. **Conference with Legal Counsel**
(Pursuant to Government Code section 54956.9(d)(2))
Anticipated Litigation, Number of Potential Cases: 1
 - JPA 21-05582

No report.

- C. Public Employee Performance Evaluation
(Pursuant to Government Code section 54957)
Title: superintendent/president

No report.

VI. ADJOURNMENT

The meeting adjourned at 2:53 p.m.

MINUTES APPROVAL:

Frank Merchat
President

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



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

MINUTES OF WORKSHOP

**MARCH 16, 2023
(DRAFT)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in in a regular meeting/workshop on Thursday, March 16, 2023, in Room 1116 on the San Elijo Campus. President Frank Merchat called the meeting to order at 2:31 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar	Frank Merchat
Raye Clendening	Anna Pedroza
William Fischer	Jackie Simon
George McNeil	

Administrators present:

Superintendent/President Sunny Cooke
Assistant Superintendent/Vice President Charlie Ng

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

None.

IV. CHANGES IN AGENDA ORDER

None.

V. PRESENTATIONS

A. EEO Training

Assistant Superintendent/Vice President Ng provided EEO training for the board, as required by the state.

In 2001, new Title 5 regulations were introduced to improve equitable outcomes. Ng noted that Prop 209 was a legislative response that removed references to hiring, and instead focuses on recruiting, training, and advancement opportunities. A diverse workforce impacts students with improved retention, student outcomes, sees the greatest gains in closing equity gaps, serves a diverse community of learners, and prepares students for success in a global environment.

Ng reviewed the federal and state laws around hiring and protected classes, as well as demographic data for our community, Southern California, California, and nationally. Additionally, he reviewed the hiring process, including some of barriers in the hiring process. He noted the district looks for ways to increase the diverse pools of candidates, in part with expansive outreach efforts. The district is using a new tool that allows us to accurately determine the ethnic diversity of those completing masters degrees across the nation and the top universities that graduate diverse candidates in specific disciplines.

VI. ADJOURNMENT

The meeting adjourned at 3:55 p.m.

MINUTES APPROVAL:

Frank Merchat
President

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



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

MINUTES OF REGULAR MEETING

**MARCH 16, 2023
(DRAFT)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, March 16, 2023, in the Room 1131, at the San Elijo Campus. President Frank Merchat called the meeting to order at 4:03 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar	Frank Merchat
Raye Clendening	Anna Pedroza
William Fischer	Jackie Simon
George McNeil	Inayah Abdulmateen (Student Trustee)

Administrators present:

Superintendent/President Sunny Cooke
Assistant Superintendent/Vice President Tim Flood
Assistant Superintendent/Vice President Charlie Ng
Interim Dean Russell Walden
Assistant Superintendent/Vice President Alketa Wojcik

III. APPROVE MEETING MINUTES

A. Special Meeting/Closed Session of February 23, 2023

B. Workshop of February 23, 2023

C. Regular Business Meeting of February 23, 2023

By motion of Trustee Clendening, seconded by Trustee McNeil, the board approved the minutes of the special meeting/closed session, the workshop, and the regular business meeting of February 23, 2022.

Vote: 6/0/1

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

Abstentions: Pedroza

Absent: None

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

Interim Dean Russell Walden provided a warm welcome to the board of trustees.

V. CHANGES IN AGENDA ORDER

None.

VI. PRESENTATIONS

A. Mental Health Trends and Resources

Dr. Nick Mortaloni, dean of Student Affairs, and Dr. Ghada Osman, mental health counselor, provided an overview of recent mental health statistics and trends, both nationally and at MiraCosta College, reviewed new staffing and supports provided by the Health Services mental health counseling team, and discussed future opportunities for improving student support, based on what students have indicated they need. The college's diverse mental health team speaks at least eight different languages, which helps to break down barriers and to create a natural bridge and connection to community resources.

Mental health counseling appointments have increased by 39 percent when comparing 2017 to 2022. Even with lower enrollment numbers at the college, the demand for mental health appointments, as well as the acuity of presenting challenges, have significantly increased. This is a need in our community that must be addressed and is directly linked to student success, completion, and persistence. There has also been a significant decrease in appointment cancelations and no-shows, in part because of the flexibility to meet in person, via Zoom, or by phone. Mortaloni reviewed the demographic trends, which indicate decreased barriers and improved access for historically marginalized student populations.

In response to the growing demand and acuity of mental health, the district has added significant resources to the Health Services mental health counseling team over the last five to six years, including two full-time faculty (licensed mental health counselors), part-time associate faculty (licensed mental health counselors), pre-licensed mental health counselors, mental health counseling graduate interns, group counseling and workshops, off-campus referral services, and free ADHD testing. The San Elijo Campus also recently renovated the Health Services space and now has two mental health counseling offices in its newly renovated space. When the new Student Services Building is completed on the Oceanside Campus, Health Services will be located on the first floor with much needed space, including a group counseling room and eight mental health counseling offices. These changes will assist with the increased need for individual, relationship, and group counseling services.

VII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions**
- B. Adopt Annual Resolutions Authorizing Designated Agents**
- C. Approve Curriculum Approvals for 2023/24 Catalog, Part III**
- D. Approve Instructional Material Fees List 2023/24**
- E. Notice of Completion – Bid #MM-22-003 SAN Miscellaneous Enhancements Project**
- F. Notice of Completion – Bid #MM-20-017 CLC Bldg 100 & 200 Renovation Project**
- G. Approve Increase to United States Postal Services Purchase**
- H. Ratify and Approve Contracts and Purchase Orders**

Consent items E and F were pulled for discussion.

By motion of Trustee McNeil, seconded by Trustee Clendening, consent items A-D and G-H were approved.

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

By motion of Trustee McNeil, seconded by Trustee Clendening, consent items E and F were approved.

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

VIII. ACTION ITEMS

A. Public Hearing: 4 p.m. – Consider Approval of Energy Service Contract with Johnson Controls, Inc.

A public hearing was held.

B. Adopt Resolution 11-22/23: Authorizing Energy Conservation Services Agreement (Government Code §4217.12) and Approval of Energy Conservation Services Agreements with Johnson Controls, Inc

By motion of Trustee McNeil, seconded by Trustee Cassar, the board adopted Resolution Number 11-22/23 to authorize the energy conservation services agreement and approve the energy conservation services agreements with Johnson Controls, Inc.

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

C. Approve Submission of 2023 California Community Colleges Trustee Board Election Ballot

By motion of Trustee Simon, seconded by Trustee Clendening, the board approved the submission of the 2023 California Community Colleges Trustee Board election ballot.

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

D. Ratify MiraCosta Community College District Classified Employee Manual

By motion of Trustee McNeil, seconded by Trustee Simon, the board ratified the MiraCosta Community College District Classified Employee Manual.

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

E. Adopt Resolution No. 9-22/23 to Provisionally Withdraw Membership in the San Diego County Risk Management Worker's Compensation Joint Powers Authority Prior to March 31, 2023

By motion of Trustee McNeil, seconded by Trustee Simon, the board adopted Resolution No. 9-22/23 to provisionally withdraw membership in the San Diego County Risk Management Worker's Compensation Joint Powers Authority as stated.

Vote: 7/0/0

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

Abstentions: None

Absent: None

F. Adopt Resolution No. 10-22/23 to Provisionally Withdraw Membership in the San Diego County Property and Liability Joint Powers Authority Prior to March 31, 2023

By motion of Trustee McNeil, seconded by Trustee Simon, the board Adopt Resolution No. 10-22/23 to Provisionally Withdraw Membership in the San Diego County Property and Liability Joint Powers Authority Prior to March 31, 2023.

Vote: 7/0/0

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

Abstentions: None

Absent: None

IX. PERIODIC REVIEW – BOARD POLICIES (Action Required)

A. Board Policy 2105 – Election of Student Trustee

Proposed edits to Board Policy 2105 – Election of Student Trustee were reviewed and discussed. By motion of Trustee Simon, seconded by Trustee Clendening, the board adopted Board Policy 2105.

Vote: 7/0/0

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

Abstentions: None

Absent: None

Student Trustee: Aye (Advisory Vote)

X. COLLEGE-RELATED REPORTS

A. Trustees Activities

Trustees attended the groundbreaking of the new Media Arts Building on February 27.

Trustee McNeil attended the Black Nerds Expo, and he provided an overview of the GEAR UP program, which currently has cohorts from Oceanside and El Camino high schools. He provided a handout to trustees that showed the level of outreach involved, including to parents of GEAR UP students, and about upcoming activities and trips in order to achieve optimum outcomes in the program.

Trustees Simon and Clendening attended an event at the Oceanside Museum of Art, which was hosted by the North County African American Women's Association in concert with the Oceanside Library that focused on Black women of the West. Trustee Clendening attended a meeting at CSUSM for enrolling African American students and also attended the Sister Soaring workshop that brought about 200 women and students together. She noted that Robby Hass was honored as the Woman of the Year. Trustee Clendening attended a Scorpion electric vehicle car event involving TCI students. She reported that former Trustee Henry Holloway passed away on Tuesday of Cancer,

Trustees Pedroza, Cassar, and Merchat attended the farmer's market at the SEC. Trustee Cassar noted there were even more booths on the second week as compared to the first week, and community members attended in spite of the rain. Trustee Cassar attended the monthly SDICCCA meeting. Trustees Merchat attended the ACCJC meet

and greet on Tuesday, and Trustees Merchat and Cassar participated in an online Futures meeting.

B. Students

Student Trustee Inayah Abdulmateen reported the ASG discussed legislative priorities to be voted on at General Assembly, and the legislative affairs workgroup will be traveling to Long Beach March 31-April 2. The outstanding faculty and staff awards nomination form is ready to go. Students are encouraged to submit nominations, and the awardees will be announced at commencement.

Community nights have been very successful. Students watched *Hidden Figures* as a collaboration with the film club for Women's History Month. A few ASG leaders attended the beach cleanup hosted by the Mana club and sustainability club. Many ASG executives attended the Women in Leadership roundtable event today hosted by the Social Justice and Equity Center. ASG contributed funding to Black Student Success week with a strong push and, through our advocacy efforts, additional funds were found to cover the shortfall.

C. Classified Employees

Classified Senate (CS) President Carl Banks reported professional development activities will be offered the first three days of spring break. Elections are in process, with the elections in mid-April. Preparations for the Celebration of Excellence are underway, where a number retirements will be acknowledged.

D. Faculty

In a written report read by Carl Banks, Academic Senate (AS) President Leila Safaralian noted AS elections are upcoming. MiraCosta is hosting an AB1705 summit tomorrow. She thanked math faculty Scott Fallstrom for putting this event together.

E. Vice Presidents

1. Instructional Services

Interim Dean Russell Walden reported the Farmers Markets at the San Elijo Campus have been well-received by the community and will continue each Saturday from 10 a.m. to 2 p.m. for the next four months.

2. Student Services

Assistant Superintendent/Vice President Wojcik gave kudos to the Student Trustee Abdulmateen for being the MC at the PTK induction ceremony last Friday. On April 5, a "30 Years of Title IV in Athletics" event will be held. The Counseling Department has completed 500 more educational plans than were completed by this same time last year and working hard to meet the student needs.

GEAR UP activities for students and their parents are being held, some specifically focusing on financial aid literacy, as well as professional development training for GEAR UP staff members and tutors.

The Student Services Division is updating values and will be finalized next month. They continue to address barriers, especially for those from historically marginalized populations.

3. Administrative Services

Assistant Superintendent/Vice President Flood submitted a written report. He gave kudos to the entire facilities, maintenance, and custodial staff who have worked extra hard on issues stemming from the unprecedented rain storms this winter.

4. Human Resources

Assistant Superintendent/Vice President Ng reported he and Assistant Superintendent/Vice President Flood attended Office Shock Futures International Council, which gave access to information and resources for futures thinking and was a great opportunity for MiraCosta to be a part of.

Ng and the board trustees acknowledged Human Resources Supervisor Carolyn Sneary, who retired after 27 years of service to the district.

F. Superintendent/President

Superintendent/President Cooke shared that multiple MiraCosta students were selected as Jack Kent Cooke semi-finalists. She thanked Facilities and the Kitchell teams for all of their work due to issues in the Administration Building, and the weather-related incidents across campus.

Next week is spring break, and a classified appreciation breakfast is scheduled for Monday at the Oceanside Campus, and for Tuesday at the San Elijo Campus, the TCI, and the CLC.

Cooke reported a virtual meet and greet was held with the accreditation visiting team. A variety of evidence was requested by the team, which is now being accumulated by MiraCostans. The team will meet in person on March 30 to determine if the college meets the standards, and they will inform us of the results by the first week in April.

Superintendent/President Cooke shared *The Adams Family* is taking place in the MiraCosta Theatre, and she encouraged folks to attend. Tomorrow night, the Foundation is hosting a donor appreciation event, followed by an orchestral performance for them in the Concert Hall.

Wendy Stewart was selected by Congressman Mike Levin as constituent of the month.

XI. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

None.

XII. ADJOURNMENT

The meeting adjourned at 5:30 p.m.

MINUTES APPROVAL:

Frank Merchat
President

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

Subject: Accreditation Update: Next Steps	Attachment: PowerPoint Presentation
Category: Presentations	Type of Board Consideration:  Information Consent Action
Institutional Goals: mcc.mission_statement.pdf (miracosta.edu)	Institutional Goal Supported:     Goal 1 Goal 2 Goal 3 Goal 4
	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

MiraCosta College is preparing for the self-evaluation for the fall 2023 Accrediting Commission for Community and Junior Colleges (ACCJC) site visit. The self-evaluation is a multi-year-long study of the College’s policies, procedures, and practices to assess how the District is meeting the accreditation eligibility requirements and standards.

STATUS

This presentation provides an update on the peer review process, identifies next steps, and a summary of key areas for improvement that were identified through the self-evaluation process.

RECOMMENDATION

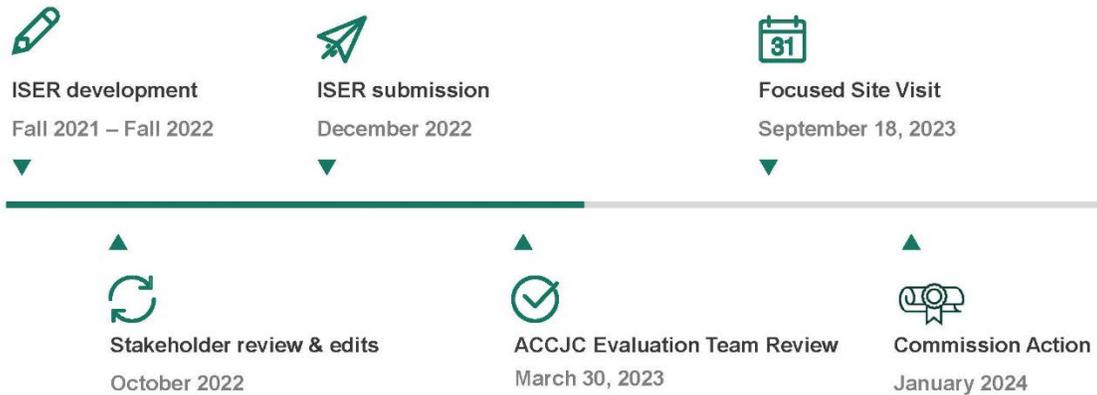
For information only.

Accreditation Update: Next Steps



Board of Trustees
April 20, 2023

Accreditation Timeline



Where are we now?

- **ACCJC Peer Review Team Formative Evaluation (March 30)**
 - No Core Inquiries = College Met All Standards, ERs, Federal and Commission Policies!
 - ISER was comprehensive, thoughtfully written, and well-documented
 - Continue to improve monitoring processes and work on QFEs
- **Focused Site Visit (September 18)**
 - Three to four team members to visit
 - College tour and meet & greet
 - Public Forum
 - Exit Report

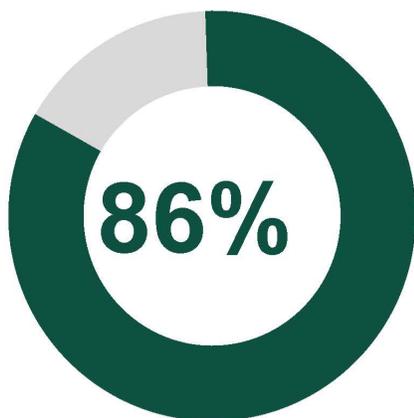
What did we learn?

Our self-evaluation and peer review revealed that we need to strengthen in the following priority areas:

- **Meaningful Student Learning Outcomes Assessment**
 - **Monitoring SLOs and Program Reviews**
 - **Streamline the process**
- **Enrollment planning to support the work around Redesigning the Student Experience**

We also found that we need to create holistic, integrated professional learning opportunities around College priorities, continue to update College plans, and improve communication and professional learning about the decision-making process.

Collegewide % of Courses Assessed



Courses assessed at least once in the last five years

Course Assessment %	% of Programs
80% + of courses	72%
50-79% of courses	20%
10-49% of courses	4%
< 10% of courses	4%

Source: Anthology Outcomes database

Dashboard Link:

[https://miracosta1.sharepoint.com/sites/Departments/PlanningResearchGrants/Dashboards/SitePages/Course%20Student%20Learning%20Outcomes%20\(CSLOs\)%20Dashboard.aspx](https://miracosta1.sharepoint.com/sites/Departments/PlanningResearchGrants/Dashboards/SitePages/Course%20Student%20Learning%20Outcomes%20(CSLOs)%20Dashboard.aspx)

QFE: Learning Outcomes Assessment

- **Goal #1: Strengthen the capacity to monitor assessments**
 - ✓ • Create data dashboards to monitor progress on SLO assessments
 - ✓ • Utilize SLO Assessment Calendars and provide follow-ups
 - Improve quality of SLO reflections and dialog in program review – **Fall 2023**
 - Establish the capability of individual student level data analyses – **AY 2023-2025**
- **Goal #2: Strengthen the assessment of program student learning outcomes**
 - Build capacity to analyze CSLOs that support overall program outcomes – **AY 2023-24**
 - Ensure that evaluation of PSLOs will align with SMART components – **AY 2023-2025**
- **Goal #3: Broaden the assessment of the Core Competencies**
 - Clearly align the Core Competencies with the general education pattern – **AY 2023-24**
 - Examine data of most common courses chosen within each GE category – **AY 2023-24**
 - Build the understanding that each course/program imparts skills (for career and transfer) to students in addition to learning discipline specific knowledge – **AY 2023-2025**

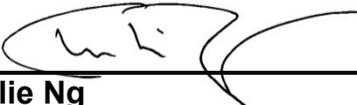
QFE: Completion-based Course Scheduling to Support the Guided Pathways Implementation at Scale

- **Goal #1: Improve student outcomes connected to Guided Pathways indicators:**
 - Developing REACH/Adult strategic enrollment management (SEM) actions plans – **AY 2022 - 2024**
 - Attending Adult SEM convening in **June 2023**
 - ✓ • Program mapping and completion discussion at All Chairs' Retreat – **Spring 2023**
 - ✓ • Completed eight-week pilot schedules for Business and Communication Studies ADT programs for Fall semester at San Elijo Campus – **Spring 2023**
- **Goal #2: Support instructional effectiveness, equity and efficiency through an operationalized enrollment plan.**
 - ✓ • Developed processes to conduct student outreach that will assist with schedule planning – **Spring 2023**

MiraCosta College Accreditation

Questions?

Presented by Christopher Tarman and Denée Pescarmona

Subject: Ratify Recommendations of Superintendent/President in Approving Personnel Actions	Attachment: None
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 Goal 2 <input checked="" type="checkbox"/> Goal 3 Goal 4
Recommended:  <hr/> Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

STATUS

1. Resignation of the following classified employees:

Gricelda Alva Brito, Testing Services Assistant, position P-06217, effective March 6, 2023.

Sarah Feldman, Senior Science Lab Associate, Chemistry, position P-00355, effective April 14, 2023.

2. Retirement of classified employee James McKinley, Performing Arts Technician, Music, position P-00299, effective June 30, 2023.

3. Employment of the following regular classified employees:

Noemi Llamas Espinoza, Testing Services Assistant, position P-06217, salary range 11, step 1, \$3,285.06 per month, 32 hours per week, 12 months per year, effective March 15, 2023. Noemi was selected through an open recruitment process.

Marisol Zacarias, Administrative Support Assistant III, Student Life and Leadership, position P-06170, salary range 20, step 1, \$5,325.91 per month, 40 hours per week, 12 months per year, effective March 13, 2023.

4. Temporary change of assignment for the following classified employees:

Elizabeth Lurenana, Administrative Assistant - Foundation and Development, Institutional Advancement, position P-09922, will increase in hours from 24 to 32 hours per week, effective March 1 - June 30, 2023.

Elizabeth Leguizamo, Interim Student Services Specialist, decrease in hours from 18 to 7 hours per week, retroactive to July 1, 2022, through June 30, 2023.

5. Temporary reclassification per Section H.5.0, Classified Senate Employee Manual, for the following classified employees:

Lilian De Alba, Administrative Support Assistant I, Counseling and Student Development, position P-06163, will serve as Interim Transfer Center Specialist, position P-10062, classified salary range 21, step 1, \$5,325.92 per month, full-time, effective February 14 – June 30, 2023.

Tracy Gibson, Facilities Manager, position P-00164, will serve as Interim Director, Facilities, position P-10065, range CM19, step 2, longevity year L-5, \$13,655.67 per month, full-time, effective March 9 – May 5, 2023.

Michael Turner, Lead Building Maintenance Mechanic, Facilities Maintenance, position P-00254, will serve as Interim Facilities Manager, position P-10063, classified salary range 37, step 5, longevity year 13, \$11,867.50 per month, full-time, effective March 9 – May 5, 2023.

Gwendolyn Partlow, Instructional Technology Support Specialist, Instructional Services, position P-00247, will serve as Interim Enrollment Database Specialist, classified salary range 31, longevity year 22, \$10,849.17 per month, full-time, effective May 1 – June 30, 2023.

Heidi Willis, Business Systems Analyst, Instructional Services, position P-00096, will serve as Interim Enrollment Database Specialist, classified salary range 31, longevity year 19, \$10,566.67 per month, full-time, effective May 1 – June 30, 2023.

Lois Templin, Accounting Manager, Fiscal Services, position P-0015, will serve as Interim Director, Fiscal Services, range CM18, step 2, longevity year L-2, \$13,113.50 per month, full-time, effective May 1 – June 30, 2023.

Christina Undan, Accountant II, Fiscal Services, position P-00014, will serve as Interim Accounting Manager, Fiscal Services, classified salary range 37, longevity step 6, \$10,931.08 per month, full-time, effective May 1 – June 30, 2023.

6. In accordance with Board Policy 7345, employee 02048777 requests a waiver to the limitation on how much of their available sick leave can be used for personal necessity leave, as they will exhaust their personal necessity allowance between February 15, 2023, and approximately February 15, 2024. Pursuant to the Faculty Assembly agreement, faculty may use up to six days of earned sick leave per fiscal year for the purpose of personal necessity leave.
7. Employee 07331041 requests catastrophic leave donations in accordance with Board Policy 7345. Donations are needed, as the employee will exhaust all paid leave entitlements. The employee will need approximately 185.36 hours to remain in full paid status through June 13, 2023.
8. In accordance with Administrative Procedure 7211.2.III, the individuals identified below have provided sufficient evidence of experience and/or education equivalent to the minimum qualifications established by the district to teach in the discipline listed:

WHEREAS Academic Senate is satisfied that the candidate exhibits a unique combination of relevant education and extensive experience that make the candidate unusually well qualified to teach the specific courses, and

WHEREAS Academic Senate is satisfied that the qualifications of the candidate are appropriate for the specific proposed assignments, and

WHEREAS Academic Senate notes that the candidate exhibits a strong background in general education,

THEREFORE BE IT RESOLVED that the Academic Senate recommends that the Board of Trustees accept the candidate’s qualifications as equivalent for the specific assignment in question.

9. Employment of the following associate faculty members for the 2023 spring session, payable in accordance with the Collective Bargaining Agreement for Academic Associate Faculty:

Burcu	Chatham	English as a Second Language, NC
Hsin	En Lin	English as a Second Language, NC
Sarah	Pultz	Librarian

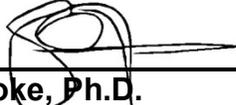
10. Request approval of the following short-term and substitute employees. These employees meet the Education Code 88003 definition of short-term and substitute employees, and as such, these employees will be employed and paid less than 75 percent of the college year:

Employee Name	Job Title	Assignment	Department	Pay Rate	Start Date	End Date
Edgar Ramirez	Campus Aide III	Short-term	Admissions and Records, CLC	\$19.50/hr	7/1/23	6/30/24
Brianna Morris	Administrative Assistant to the Dean	Short-term	Inclusion, Diversity, Equity and Accessibility	\$34.49/hr	4/21/23	6/30/23
Abraham Bustamante	Learning Coach	Substitute	Tutoring and Academic Support	\$32.56/hr	4/6/23	6/30/23
Genesis Ozuna Cruz	Student Services Specialist	Short-term	Student Services, CLC	\$31.64/hr	4/21/23	6/30/23
Estefania Dieguez Hernandez	Learning Coach	Substitute	Tutoring and Academic Support	\$32.56/hr	4/6/23	6/30/23
Sonya Ogirala	Campus Aide III	Short-term	Counseling and Student Development	\$19.50/hr	4/21/23	6/30/23
Cassandra Armenta	Campus Aide III	Short-term	Counseling Operations	\$19/hr	4/21/23	6/30/23
Abigail Vivas-Orozco	Campus Aide III	Short-term	Counseling Operations	\$19/hr	4/21/23	6/30/23
Joana Lopez	Campus Aide III	Short-term	Career Education Grants	\$19.50/hr	4/21/23	6/30/23
Judy Bonilla Lauterbach	Campus Aide II	Short-term	Academic and Career Pathways	\$17/hr	4/21/23	6/30/23
Jaron Stokes	Art Model	Short-term	Noncredit, General	\$28/hr	3/28/23	6/30/23
Alexander Lowery	Police Support Assistant I	Substitute	Police Administrative	\$25.84/hr	3/30/23	6/30/23
Yolanda Guerra	Health Services Assistant	Substitute	Health Services	\$29.85/hr	4/21/23	6/30/23

Katie Snyder	College for Kids Counselor IV	Short-term	Community Education and Workforce Development	\$23/hr	6/1/23	6/30/23
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RECOMMENDATION

Ratify recommendations of superintendent/president in approving personnel actions, as stated above.

Subject: Approve Classification of New Position, Description of Duties, and Hourly Rate of Pay for Learning-Aligned Program Student Intern	Attachment: Description of Duties
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 <input checked="" type="checkbox"/> Goal 2 <input checked="" type="checkbox"/> Goal 3 Goal 4
Recommended:  <hr/> Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The Learning-Aligned Employment Program (LAEP) offers eligible students at public colleges and universities the opportunity to earn money to help defray their educational costs while gaining education-aligned, career-related employment. Funded through the California Student Aid Commission (CSAC), LAEP can fund students in on-campus research internships related to their field of study.

STATUS

MiraCosta has applied and been approved as a LAEP provider. In order to place students into on-campus research internships using LAEP, MiraCosta needs to create a new student worker position that recognizes the research nature of the internship. LAEP regulations require the student to be paid at a comparable rate to that paid for comparable positions in the field for work involving comparable duties and responsibilities. A description of duties (attached) was created. A comparison of hourly wages for research interns with similar duties and responsibilities is included below:

Range	Hourly Rate
001	\$16
002	\$18
003	\$20
004	\$22

RECOMMENDATION

Approve classification of new position, description of duties, and hourly rate of pay for Learning-Aligned Program Student Intern, as stated above.



Description of Duties

Learning-Aligned Employment Program (LAEP) Student Research Intern

Closing Date:

ASSIGNMENT AVAILABLE: Funded by the California Student Aid Commission Learning-Aligned Employment Program (LAEP), the college is recruiting LAEP Student Research Interns. Temporary, hourly LAEP Student Research Intern assignments starting April 2023, to support research projects associated with a specific faculty member, department or program.

The assignment will be on campus, up to 19.5 hours per week during academic periods and up to 40 hours per week during academic breaks. Workdays will be in alignment with regular business hours, with occasional evening and weekend hours.

Supervision for LAEP Student Research Interns will be provided by a MiraCosta employee. The LAEP Student Research Intern is responsible for assisting in a variety of non-administrative tasks which may include preparing resources, materials for the research, documenting results, etc., in support of the research activities. Research projects will be related to the student's area of study. The research project is intended to provide the opportunity to learn proper research procedures and techniques, and to improve the intern's employability skills. The supervisor is responsible for providing ongoing feedback and a formal assessment at the conclusion of the internship.

RATE OF PAY: Varies from Range 1-4 on the addendum.

DESCRIPTION OF DUTIES:

(E) = Essential job function

Under the direction from the supervisor, the LAEP Student Research Intern will perform the following duties:

- 1) Perform a research project as required by LAEP funding requirements; (E)
- 2) Interpret, synthesize, and analyze data; (E)
- 3) Schedule, organize and report on status of activities; (E)
- 4) Learn and implement techniques, procedures, or software management as needed; (E)
- 5) Write and edit materials for publication and presentation; (E)
- 6) Meet with supervisor on a regular basis to maintain ongoing communication regarding overall goals of the work assigned; (E)
- 7) Perform administrative tasks such as managing records.
- 8) Perform related duties as assigned.

KNOWLEDGE OF:

- 1) Technical and other skills related to occupations within the field of study.

ABILITY TO:

- 1) Apply learning from courses in the field of study.

MINIMUM QUALIFICATIONS:

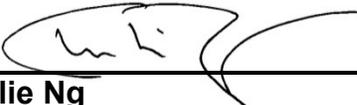
- 1) Education equivalent to high school graduation.
- 2) Be 18 years of age or older.
- 3) Coursework in relevant field.
- 4) Must meet the eligibility requirements of LAEP as determined by the campus' Financial Aid Office.

DESIRABLE QUALIFICATIONS:

- 1) Knowledge of research methods.

APPLICATION PROCEDURE:

Students will be encouraged to apply through MiraCosta's Job and Internship Network (JAIN). Supervisors should post their position on JAIN, interview students, select the best candidate(s), initiate the request on Workday and have student report their hire/internship on JAIN. Further information can be found at this link to the [Supervisor Manual](#) which is also available on the MiraCosta College Career Center webpage under Resources for Faculty and Staff.

Subject: Approve Assistant Superintendent/Vice President Sabbatical Leave Request	Attachment: None
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 Goal 2 Goal 3 <input checked="" type="checkbox"/> Goal 4
Recommended:  <hr/> Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

In accordance with the assistant superintendent/vice president human resources employment contract, the administrator may request a sabbatical leave, subject to the approval of the superintendent/president and the board of trustees.

STATUS

Assistant Superintendent/Vice President Human Resources Charlie Ng has requested to take a sabbatical leave. The term of the sabbatical leave is from May 29 through August 4, 2023. The sabbatical leave is intended to pursue knowledge and study organizational culture. Because organizational culture has a direct impact on student success, as it defines how the district does business, a well-defined culture usually leads to motivated employees and high-performing managers. Additionally, a strong organizational culture boosts the overall employee experience, leads to improved employee retention, enhances a better brand reputation, assists in recruiting better talent, and results in better decision-making.

The administrator has met all eligibility requirements to request a sabbatical leave, including having rendered at least six consecutive years of service in the position of vice president serving the MiraCosta Community College District preceding the granting of leave, having an agreement to render service to the district equal to twice the period of leave upon return from sabbatical leave, and will furnish a suitable bond to the board upon approval of a sabbatical leave request.

RECOMMENDATION

Approve assistant superintendent/vice president sabbatical leave request, as detailed above.

Subject: Approve Classification of New Position, Job Description, and Salary for Director of Child Development Center	Attachment: Job Description: Director, Child Development Center
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> Information ✓ Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> Goal 1 Goal 2 ✓ Goal 3 Goal 4 </div>
Recommended:  <hr/> Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

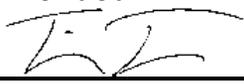
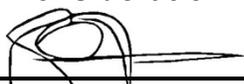
There is a need to establish a classification and job description for a Director of the Child Development Center. The director position had previously been held by a full-time faculty member. The district successfully negotiated with the Faculty Assembly the reassignment of duties more appropriate for a classified administrator. Full-time faculty will serve as a faculty coordinator, while the licensing and administrative requirements of the position will shift to the classified administrator. This position will report to the dean of Career Education.

STATUS

Salary placement for the position will be set using the 2022/23 Classified Administrators salary schedule, range CM-8.

RECOMMENDATION

Approve classification of new position, job description, and salary for Director of Child Development Center.

Subject: Approve Increase to George Brown College Partnership Agreement for Distance Education Certificate Programs	Attachment: None
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 Goal 2 <input checked="" type="checkbox"/> Goal 3 Goal 4
Recommended:  _____ Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

For over fifteen years, the district’s Community Education and Workforce Development (CE&WD) program has contracted with George Brown College (GBC), offering, in partnership, a selection of online courses for career and professional development, which provide work skill programs that prepare individuals to enter new career pathways. The courses offered include Automation Technician, Electronics Technician, Electromechanical Technician, PLC Technician, and Robotics Technician. The revenue split for students enrolled in these online courses go to support the CE&WD program overhead.

STATUS

On October 20, 2022, the board approved agenda item VII.R, approving the GBC partnership agreement with a total not to exceed value of \$161,530.75. Subsequent increases in enrollment for FY2022/23 have resulted in expected increases of \$33,000 per year for the three remaining years of the agreement, for a total not to exceed contract value of \$260,530.75.

Pursuant to the district’s AP6340, all contracts valued more than the current public contract code formal bid level must be presented to the board for prior approval. Since the total contract value exceeds the bid level, this increase is being presented to the board for approval.

Fiscal Year	Amount
2000/21	\$33,080.75
2021/22	\$39,450.00
2022/23	\$58,000.00
2023/24	\$65,000.00
2024/25	\$65,000.00

Total Contract Amount	\$260,530.75
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RECOMMENDATION

Authorize the director of purchasing and material management to proceed with GBC for an increase to a total contract value not exceeding \$260,530.75.

Subject: Approve Purchase of Digital Resources through the Community College Library Consortium for FY2023/24	Attachment: None
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 Goal 2 <input checked="" type="checkbox"/> Goal 3 Goal 4
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Each year, the library purchases access to a variety of digital resources across the curriculum e.g., electronic periodical databases, streaming media, and virtual reference sources, as well as one-time purchases of electronic content in the form of ebooks for use by students enrolled in on-ground, hybrid, and online classes. These resources, used for research and course assignments, are available at all four district sites. Currently enrolled MiraCosta College students, staff, and faculty may also access these resources remotely.

STATUS

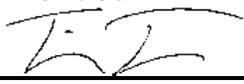
California Education Code 81651 states that the governing board of any community college district may purchase supplementary textbooks, library books, educational films, audiovisual materials, test materials, workbooks, instructional computer software packages, or periodicals in any amount needed for the district without taking estimates or advertising for bids.

Purchases will be executed on an as-needed basis over the period of July 1, 2023, through June 30, 2024, and are expected to cost approximately \$290,000. These purchases are made through the Community College Library Consortium, an electronic information resources cooperative purchasing program that is a joint endeavor of the Council of Chief Librarians and the Community College League of California.

State of California lottery library materials funds will be used for these purchases.

RECOMMENDATION

Authorize the director of purchasing and material management to proceed with the procurement of electronic content from the Community College League of California Library Consortium, at a not to exceed amount of \$290,000.

Subject: Approve Renewal of Oracle Enterprise Resource Planning (ERP) PeopleSoft Applications Software Update Licensing, Maintenance and Technical Support Services	Attachment: <ul style="list-style-type: none"> • Oracle Proposal #14606691 • Oracle Proposal #6292530 • Oracle Proposal #6295269 • Oracle Proposal #P-98-144-00-000-32 • Oracle Proposal #2760043
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 Goal 2 Goal 3 <input checked="" type="checkbox"/> Goal 4
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

In 1988, the district entered into its first contract with PeopleSoft/Oracle. Through programmatic growth and changes to technology, the district has expanded the use of various Oracle Enterprise Resource Planning (ERP) PeopleSoft system modules. To maintain the ongoing use of the modules, the district must annually renew contracts for its standard maintenance and technical support services.

STATUS

The contract for software update licensing, maintenance, and technical support services for the period of July 1, 2023 – June 30, 2024, and is expected to cost \$662,374.27, plus applicable taxes.

Oracle/Peoplesoft Modules	Proposal #:	Start/End Dates	Amount
Student Admin eBenefits	14606691	7/01/23 – 6/30/24	\$10,261.40
Student Admin Campus Directory	6292530	7/01/23 – 6/30/24	\$2,448.13
PeopleSoft Enterprise eBenefits	6295269	7/01/23 – 6/30/24	\$768.60
Student Administration	P-98-144-00-000-32	7/01/23 – 6/30/24	\$336,420.96
Database	2760043	7/01/23 – 6/30/24	\$312,475.18
		Total:	<u>\$662,374.27</u>

Pricing and associated terms and conditions are per the Master Technical Services and Support Agreement (TSSA) with Oracle, contract #US-PS-TSSA-2796731, dated March 10, 2021. Funds to renew the software update licensing, maintenance, and technical support services are budgeted within the Information Technology replacement budget.

RECOMMENDATION

Authorize the director of purchasing and material management to proceed with the procurement of the Oracle Enterprise Resource Planning (ERP) PeopleSoft software update licensing, maintenance, and technical support services renewal agreements at a cost of \$662,374.27, plus applicable taxes for the period of July 1, 2023 – June 30, 2024.

Subject: Approve Renewal of Palo Alto Network Security Software Licensing Subscriptions, Technical Support Services and Maintenance Agreements	Attachment: Trace3 quote dated 03/22/23 Trace3 quote dated 03/23/23
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 Goal 2 <input checked="" type="checkbox"/> Goal 3 Goal 4
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The district is renewing the yearly Palo Alto Firewall Network Security software and Palo Alto Cortex Network Security Endpoint Protection software. These are the systems used in the first line of defense in the protection of district’s institutional data and infrastructure systems. This licensing subscription includes technical support services, maintenance for both next-generation endpoint detection and response, and threat protection for subscriptions for the firewall appliances and end-point systems.

STATUS

California Public Contract Code section 20652 allows public agencies to utilize bids awarded by other public agencies (also known as “piggyback”) obtaining the same price and the same terms and conditions as the awarding agency when the awarding agency follows the statutory criteria for competitive bidding and when the pricing and terms have proven to be in the best interest of the district. The district has identified the State of California Department of General Services’ California Multiple Award Schedule (CMAS) cooperative agreement #3-18-70-2858C with TRACE 3 as the authorized retailer. District staff find that purchases utilizing this agreement will provide the lowest cost and best overall value for security software licensing.

Description	Term	Cost
Palo Alto Cortex Network Security Endpoint Protection software	May 23, 2023 – May 23, 2024	\$128,075.32
Palo Alto Network Security Firewall software	May 14, 2023 – May 14, 2024	\$233,750.27

Funds to renew the software licensing subscriptions, including technical support services and maintenance, are budgeted within the district's maintenance budget.

RECOMMENDATION

Authorize the director of purchasing and material management to proceed with the procurement of \$361,825.59, plus applicable taxes, for the Palo Alto Cortex Network Security Endpoint Protection software and the Palo Alto Firewall Network Security software from Trace3 in accordance with the terms and conditions of the CMAS Contract #3-18-70-2858C for the terms specified above.

Subject: Approve San Elijo’s Data Storage Area Network Equipment Replacement	Attachment: ePlus Quote dated 03/06/23
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 Goal 2 <input checked="" type="checkbox"/> Goal 3 Goal 4
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The district is in the process of the routine refresh/replacement and consolidation of the Data Storage Area Network (SAN) at the San Elijo campus. The current SAN components are five years old and have reached the manufacturer’s end-support date.

STATUS

California Public Contract Code section 20652 allows public agencies to utilize bids awarded by other public agencies (also known as “piggyback”), obtaining the same price and the same terms and conditions as the awarding agency when the awarding agency follows the statutory criteria for competitive bidding and when the pricing and terms have proven to be in the best interest of the district. The district has identified that the use of NASPO ValuePoint Computer Equipment Master Agreement #MNWNC-125, including California Participation Addendum #7 -15-70-34-019 with Pure Storage, Inc., through their authorized reseller ePlus Technology, Inc., provides the lowest cost and best overall value for the purchase of the new equipment.

The existing Technology Plan provides for equipment replacement, and funds to complete this project are budgeted within the Information Technology Services replacement budget. This purchase includes equipment, installation service, and hardware/software maintenance for three years, with a procurement cost not to exceed \$168,767.23.

RECOMMENDATION

Authorize the director of purchasing and material management to proceed with the procurement with ePlus Technology, Inc., in accordance with the terms and conditions of Pure Storage NASPO ValuePoint DataCom Master Agreement #MNWNC-125 and California Participation Addendum #7-15-70-34-019 at a cost not to exceed \$168,767.23.



Customer: MiraCosta College

ePlus Technology Quote

Quote issued by:
 Account Executive: Dustin Ferris
 Inside Sales Account Manager: Kristin Sparhawk
 2355 Main Street, Suite 140
 Irvine CA 92614
 949-988-5468
ksparhawk@eplus.com

Date of Quote March 6, 2023	Valid for 10 days	Terms Net 30 Days	Quote# [REDACTED]
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Model Number	Description	Qty	Unit Price	Extended Price
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This quote is pursuant to Pure Storage NASPO ValuePoint Computer & Peripherals Master Agreement # MNWNC-125 and California PA # 7-15-70-34-019.

FA-X20R3-ETH-45TB-45/0-EMEZZ	Pure StorageFlashArrayX20R3-ETH-45TB-45/0-EMEZZ	1	\$ 98,924.00	\$ 98,924.00
FA-X20R3-45TB 1MO,PRM,GOLD	FA-X20R3-45TB 1 Month Evergreen Forever Subscription, 4 Hour Delivery, 24/7 Support, DSE capable	36	\$ 1,592.00	\$ 57,312.00
PS-FLASHARRAY-INSTALL	Pure FlashArray installation	1	\$ 4,370.00	\$ 4,370.00
Subtotal:				\$ 160,606.00

TOTAL:	\$ 160,606.00
TAX:	\$ 8,161.23
SHIPPING:	\$ -
GRAND TOTAL:	\$ 168,767.23

By placing an order with ePlus for products or services you agree to comply with the Terms and Conditions for Purchasing Products and Services located at <http://www.eplus.com/terms-and-conditions/Pages/Products-Services-Terms-and-Conditions.aspx> (the "Order Terms"). Unless there is a separate written agreement signed on behalf of both you and ePlus by a duly authorized officer, the Order Terms shall be the only terms and conditions applicable to transactions between you and ePlus, and no additional or contrary terms referenced in a purchase order, document, or electronic communication shall apply. In no event shall ePlus performance under a purchase order be deemed to constitute acceptance of any terms and conditions set forth therein.

Thank you for your inquiry. Please note the following about this quotation: It will expire on the date stated above. Unless freight amount is indicated, or is zero, freight will be added to the invoice. Unless Bill-To company is exempt from Sales Tax, it will be added to the invoice. Extended Warranties and Professional Services are available.

Authorization Acceptance and Date _____ PO / Reference Number _____

Print Name _____ Title _____

This quotation is confidential for your internal use only.
 This is a solicitation for an offer and is subject to credit approval. No contract is formed unless a purchase order or other offer is received and accepted by our office. If you accept this quotation with the intent to have your chosen leasing company to pay the costs directly, please note that if the Lessor does not pay ePlus for any reason, you will be responsible for payment to ePlus.

Subject: Award of Contract for Bid #C11-23 San Elijo Building 800	Attachment: Bid Documents Bid Summary
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> Information ✓ Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> Goal 1 Goal 2 ✓ Goal 3 Goal 4 </div>
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

San Elijo Building 800, formally known as the San Elijo Administrative and Student Services Building, is planned as the new location for the Small Business Development Center (SBDC), Veterans Business Outreach Center (VBOC) and Center of Excellence (COE). These three programs were formally housed at the Technical Career Institute (TCI) in Carlsbad. They are being relocated to provide space for the Welding and Brew Tech programs, which are moving from an offsite location to the TCI building.

The remodel will consist of alterations to the interior of the building, including new finishes, additional interior offices, minor electrical changes, updated fire alarm systems, and installation of new ceilings and lights. These alterations will bring the building up to the same standard as other recently renovated buildings at the San Elijo campus.

STATUS

Bid #C11-23 San Elijo Building 800 was issued by the purchasing department and advertised in the San Diego Union Tribune on February 14, 2023. The bid documents were made available and sent out to 396 vendors through the district’s PlanetBids bid management portal system with A (general engineering contractor) or B (general building contractor) licenses.

Nineteen contractors attended the mandatory pre-bid job walk on February 23, 2023. Nine vendors submitted electronic proposals by the March 16, 2023, deadline via PlanetBids:

Vendor Name	Amount
R. L. Lee Construction, Inc.	\$617,130.00
C&S Technical Resources, Inc.	\$717,541.90
GEM Industrial Electric, Inc.	\$725,500.00
Conan Construction, Inc.	\$811,000.00
SAS Construction	\$821,000.00
M.A. Stevens Construction, Inc.	\$855,039.00
Grahovac Construction Company, Inc.	\$867,065.89
LDCo., Inc.	\$894,821.00
Ayuoma House Planning Company	\$1,300,000.00

The contract award is based on the lowest, responsive, and responsible bid proposal. Five of the nine contractors were deemed responsive. GEM Industrial Electric, Inc., located in Lakeside, California, was the lowest, responsive, and responsible bidder with a base bid amount of \$725,500. Funding is budgeted within the district's state scheduled maintenance funds and district capital improvement fund 41. Facilities and purchasing staff recommend that the board delegate its authority to the assistant superintendent/vice president of administrative services to award and execute a construction contract for the project to the lowest, responsive, and responsible bidder in the amount of \$725,500.

RECOMMENDATION

Given the foregoing, district staff recommend that the board approve the following:

- Authorize the assistant superintendent/vice president of administrative services to award and execute a construction contract with the lowest, responsive, and responsible bidder for the San Eljio Building 800 project in an amount of \$725,500.
- Authorize the director of purchasing and material management to proceed with the award of Bid #C11-23 San Eljio Building 800 to GEM Industrial Electric, Inc.

Subject: Award of Contract for Bid #C15-23 Building OC4400 Roof Replacement	Attachment: Bid Documents Bid Summary				
Category: Consent Items	Type of Board Consideration: <table style="width:100%; text-align:center;"> <tr> <td>Information</td> <td>Consent</td> <td>Action</td> </tr> </table>	Information	Consent	Action	
Information	Consent	Action			
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <table style="width:100%; text-align:center;"> <tr> <td>Goal 1</td> <td>Goal 2</td> <td>Goal 3</td> <td>Goal 4</td> </tr> </table>	Goal 1	Goal 2	Goal 3	Goal 4
Goal 1	Goal 2	Goal 3	Goal 4		
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President				

BACKGROUND

Building 4400 at the Oceanside campus is the current home of Allied Health and Nursing programs. This building has a 35-year-old roof, which leaks during mild to heavy storms. The leaks are very disruptive to the operation of the building and its programs. The district received bids to replace the current residential style roof with an industrial type roof system, which will last for many decades.

STATUS

Bid #C15-23, Building OC4400 Roof Replacement, was issued by the purchasing department and advertised in the San Diego Union Tribune on February 14, 2023. The bid documents were made available and sent out to 294 vendors through the district’s PlanetBids bid management portal system with A (general engineering contractor) or B (general building contractor) licenses.

Seven contractors attended the mandatory pre-bid job walk on February 28, 2023. One vendor submitted an electronic proposal by the March 16, 2023, deadline via PlanetBids:

Vendor Name	Amount
Danny Letner Inc., dba Letner Roofing Company	\$240,350

The award of the contract is based on lowest priced, responsive bid proposal. Danny Letner Inc., dba Letner Roofing Company, located in Orange, California, was the lowest responsive and responsible bidder with a base bid amount of \$240,350 Funding is budgeted within the district’s state scheduled maintenance funds. The facilities and purchasing staff recommend that the board delegate its authority to the assistant president/vice president of administrative

services to award and execute a construction contract for the project to the lowest, responsive, and responsible bidder in the amount of \$240,350.

RECOMMENDATION

Given the foregoing, district staff recommend that the board approve the following:

- Authorize the assistant superintendent/vice president of administrative services to award and execute a construction contract with the lowest, responsive, and responsible bidder for the Building OC4400 Roof Replacement project in an amount of \$240,350.
- Authorize the director of purchasing and material management to proceed with award of Bid #C15-23 Building OC4400 Roofing Replacement Project to Danny Letner Inc., dba Letner Roofing Company.

Subject: Ratify and Approve Contracts and Purchase Orders	Attachment: Contract and Purchase Order Ratification List
Category: Consent Items	Type of Board Consideration: <div style="text-align: center;">  Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  Goal 1 </div> <div style="text-align: center;">  Goal 2 </div> <div style="text-align: center;">  Goal 3 </div> <div style="text-align: center;">  Goal 4 </div> </div>
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Board Policy 6330—Purchasing and Contracts requires, in part, that all contracts valued at more than the current bid level, as specified in Public Contract Code §20651 et seq. (calendar year 2023 = \$109,300.00), will be presented to the Board of Trustees for prior approval, but that contracts valued at less than the current Public Contract Code bid level may be presented to the board for ratification rather than prior to execution. All contracts ratified by the board shall be deemed to be fully executed district commitments and may not be subsequently cancelled, withheld or amended, unless determined by the vice president, administrative services to be a legally unenforceable obligation.

The policy also requires that no matter what the expected dollar value of a contract for legal or public auditing services, such a contract will be presented to the board for prior approval, unless it is determined by the superintendent/president and the vice president, administrative services, that time is of the essence and that the district’s best interests are best served by issuing a contract on an immediate basis. Any such contract issued under these circumstances shall be brought forward to the board for formal approval at the next board meeting.

In accordance with Public Contract Code §22000 et seq. and Board Resolutions #13-10/11 and #14-10/11, the district may procure public works using the California Uniform Public Construction Cost Accounting Act (CUPCCAA) with a current bid limit of \$200,000 for construction.

STATUS

The Purchasing and Material Management Department has attached the latest monthly summary of the contracts and purchase orders for the board’s ratification and approval as a consent item.

RECOMMENDATION

Ratify and approve contracts and purchase orders, as listed in the attachment.

**Contract and Purchase Order Ratification List
February 18, 2023 – March 24, 2023**

In accordance with Board Resolutions #13-10/11 and #14-10/11, the following public works transactions were procured in compliance with the California Uniform Public Construction Cost Accounting Act (CUPCAA) per PCC §220000 et seq.

CUPCAA POs from \$5,000 – \$200,000			
PO #	Vendor	Description	Amount
23000979	A Good Roofer Inc	Theatre Roof Repair (Fac)	\$29,950.00
23000658	Botsford Construction Inc	SAN and OC Chemistry Labs Split (Fac)	\$22,920.00
23000946	Maurice Gannon	7000 Sump Removal, Drainage Repair, Concrete Pad (Fac)	\$15,600.00
23000873	HCI Systems Inc	Oceanside Campus Five-year Stand Pipe inspection 2023 (Fac)	\$12,623.00
23000880	Botsford Construction Inc	OC 4500 Counter Tops, Duct work and Electrical (Fac)	\$10,480.00
23000947	Vertiv		\$9,231.40
23000901	Maurice Gannon	7000 Vault Drainage (Fac)	\$8,100.00

In accordance with BP/AP 6340—Bids and Contracts, Emergency Repair Contracts Without Bid, the following transactions were procured when repairs or alternations are necessary to continue existing classes or to avoid danger of life or property.

Emergency Repair Contracts Without Bid			
PO #	Vendor	Description	Amount
	No Entries This Month		

In accordance with BP/AP 6330—Purchasing and Contracts, the following transactions were procured using various methods of award. This may include solicitation of at least three (3) competitive written quotes, pre-existing contracts, or negotiation to provide maximum value to the district.

POs from \$25,000 – \$99,100			
PO #	Vendor	Description	Amount
23000775	Cart Mart Inc	Equipment (Fac)	\$78,519.14
23000934	Foundation for California Community Colleges	Contract Services (Workforce Dev) Catalyst Program	\$75,000.00
23000994	Foundation for California Community Colleges	Contract Services (Workforce Dev) Phlebotomy Program	\$75,000.00
23000914	Apple Computer Inc	Equipment (ITS)	\$68,964.70
23000870	Stotz Equipment	Equipment (Fac)	\$60,818.66
23001026	CDW Government Inc	Equipment (Instr Serv)	\$60,082.19
23001004	B&H Photo-Video Inc	Supplies & Equipment (Instr Serv)	\$59,966.15
23000770	Omni Hotels Management Corp.	Facility Rental (Career Ed)	\$52,528.12
23000878	Sunbelt Rentals Inc	Equipment (Fac)	\$45,548.23
23000879	Alliance Engineering of CA Inc	Inspection Services SAN 800 (Fac)	\$40,000.00
23000827	MJK Architecture	SAN ACCESSIBLE PATH-OF-TRAVEL (Fac)	\$38,461.00
23000619	Monica U. Ellis-Blied	Contract Services (Health Svcs)	\$35,000.00
23000893	Kanopy LLC	Library E-Resources (Libr)	\$30,000.00
23000866	Power Plus Productions	Contract Services (Grad)	\$28,968.68
23000865	Allie's Party Rentals	Contract Services (Grad)	\$27,907.71
23000812	Atlassian Pty Ltd	Software Maintenance (ITS)	\$25,800.00

In accordance with BP/AP 6330—Purchasing and Contracts, the following transactions were procured using various methods of award. This may include solicitation of at least three (3) competitive informal quotes (e.g. telephone quotes), pre-existing contracts, or negotiation to provide maximum value to the district.

POs from \$10,000 – \$24,999

PO #	Vendor	Description	Amount
23000790	CurriQunet	Contract Services (Career Ed)	\$24,200.00
23000841	Swank Motion Pictures Inc	Equipment (Fac)	\$20,160.00
23000674	Go Be Rewarded Inc.	Equipment / Supplies (Fac)	\$16,750.00
23000711	Waxie Sanitary Supply	Library E-Resources (Lib)	\$16,617.67
23000792	Economic Modeling, LLC	Software Maintenance (ITS)	\$15,170.00
23001056	Follett Higher Education Group, LLC	Contract Services (Pres)	\$15,000.00
23000739	Big Tex Trailer World, Inc.	Services (Fac)	\$14,999.52
23000807	Pedro Velazquez	Library E-Resources	\$14,400.00
23000772	Ovid Technologies Inc	Printing (PIO)	\$13,163.00
23001044	Advantage Mailing Inc	Financial Aid (EOPS)	\$11,973.80
23001058	Barr Inc	Equipment (Fac)	\$10,510.00

In accordance with BP/AP 6330—Purchasing and Contracts, the following transactions were procured using various methods of award. This may include use of pre-existing contracts or negotiation to provide maximum value to the district.

POs from \$5,000 – \$9,999

PO #	Vendor	Description	Amount
23000644	KaTom Restaurant Supply	Equipment (CARE)	\$9,795.44
23001027	CENGAGE Learning Inc / Gale	Library E-Resources (Libr)	\$9,339.00
23001047	Highline Vocal Jazz	Contract Services (Music)	\$9,184.50
23000952	Eppendorf North America Inc	Instructional Supplies (Biotech)	\$8,967.43
23000959	Edlvent, Inc.	Software Maintenance (Comm Ed)	\$8,680.00
23001053	Blichmann Engineering LLC	Equipment (Fac)	\$7,572.09
23001033	Stotz Equipment	Equipment (Fac)	\$7,248.42
23000705	Angela Sturdivant	Contract Services (Career Ed)	\$7,180.00
23000701	Mission Del Oro Homeowners	Services (Fac)	\$7,072.55
23000856	Trace3	Software Maintenance (ITS)	\$6,658.66
23000958	Rx-Safe LLC	Contract Services (Workforce Dev)	\$6,400.00
23001046	Holly Johnston	Contract Services (Dance)	\$6,000.00
23001022	Creative Electron Inc.	Contract Services (Workforce Dev)	\$5,776.00
23001007	Nanpor Inc	Contract Services (Grad)	\$5,742.00
23000988	PrideStaff, Inc.	Contract Services (Workforce Dev)	\$5,674.00
23000849	Oxford University Press	Library E-Resources (Libr)	\$5,474.30
23000732	Royal Lines Charters LLC	Contract Services (Workforce Dev)	\$5,250.00
23000978	Sureride Charter Inc.	Contract Services (Stud Serv)	\$5,200.00
23000823	OverDrive	Library E-Resources (Libr)	\$5,000.00
23000881	Internet2	Software Maintenance (ITS)	\$5,000.00

In accordance with Public Contract Code Sections 20651, 20655, 20659, Education Code Section 81656, and Board Agenda Item VIII.L (12/9/15), the following transactions were entered into and approved by the vice president, administrative services.

Change Orders

PO #	Vendor	Description	Amount
22003209	North State Environmental	Services / Supplies (Fac)	\$22,500.00

In accordance with Public Contract Code Sections 20651, 20655, 20659, Education Code Section 81656, and Board Agenda Item VIII.L (12/9/15), the following transactions were entered into and approved by the vice president, administrative services.

Construction Contract Change Orders

PO #	Vendor	Description	Amount
	No Entries This Month		

In accordance with BP/AP 6330—Purchasing and Contracts, and Public Contract Code Sections 20651 and 20662, the following transactions were executed or amended as follows.

Misc. MOUs, Agreement and Grants

PO #	Other Party	Description	Amount
N/A	San Dieguito Union High School District	Facilities Use Agreement for College and Career Night on April 26, 2023	Zero
N/A	FormMD Plastic Surgery	Curriculum Instruction Agreement for Allied Healthcare Programs	Zero
N/A	Lamar University	Master Clinical Affiliation Agreement for Nursing Program	Zero
Linda Gregory's POs: #22001110_PO (FY21/22) #22002116_PO (FY22/23) Alicia Swartz's POs: #22001057_PO (FY21/22) # 22002117_PO (FY22/23)	Drs. Alicia Swartz and Linda Gregory	Content License Agreement for Video Lectures on Allyship, Change Theory: Models and Strategies, and Sustainability in Diversity, Equity, and Inclusion Praxis related to prior POs issued to these contractors.	\$12,000.00

Total Contract Expenditures: \$1,244,127.36

Total MOU Expenditures: \$0.00

Ratify MCC purchase orders 23000605 through 23001088

**Capital Improvement Program Contract and Purchase Order Ratification List
February 18, 2023 – March 24, 2023**

In accordance with Board Resolutions #13-10/11 and 14-10/11, the following public works transactions were procured in compliance with the California Uniform Public Construction Cost Accounting Act (CUPCAA) per PCC §220000 et seq.

CUPCAA POs from \$5,000 – \$200,000			
PO #	Vendor	Description	Amount
23000607	Botsford Construction Inc	04244 Misc. SAN Swing Space Improvements (OCN)	\$6,950.00
23000606	Botsford Construction Inc	04207 Misc. Improvements (OCN)	\$6,425.00

In accordance with BP/AP 6330—Purchasing and Contracts, the following transactions were procured using various methods of award. This may include solicitation of at least three (3) competitive written quotes, pre-existing contracts, or negotiation to provide maximum value to the district.

POs from \$25,000			
PO #	Vendor	Description	Amount
23000817	Elite Relocation Services	04216 Moving Services (OCN)	\$53,872.64
23000981	NV5 Inc	04117 Design Coordination and Permit Process (SAN)	\$35,305.00
23000747	NV5 Inc	04202 Staking & Utility Investigation (OCN)	\$32,500.00

In accordance with BP/AP 6330—Purchasing and Contracts, the following transactions were procured using various methods of award. This may include solicitation of at least three (3) competitive informal quotes (e.g. telephone quotes), pre-existing contracts, or negotiation to provide maximum value to the district.

POs from \$10,000 – \$24,999			
PO #	Vendor	Description	Amount
23000917	SMS Geotechnical Solutions Inc	04216 Geotechnical Engineering & Testing Services (OCN)	\$17,931.00

In accordance with BP/AP 6330—Purchasing and Contracts, the following transactions were procured using various methods of award. This may include use of pre-existing contracts or negotiation to provide maximum value to the district.

POs from \$0 – \$9,999			
PO #	Vendor	Description	Amount
23000811	Spacesaver Intermountain	04204 Anchorage Calculations (OCN)	\$4,950.00
23000813	Spacesaver Intermountain	04201 Anchorage Calculations (OCN)	\$3,075.00

In accordance with Public Contract Code Sections 20651, 20655, 20659, Education Code Section 81656, and Board Agenda Item VIII.L (12/9/15), the following transactions were entered into and approved by the vice president, administrative services.

Change Orders			
PO #	Vendor	Description	Amount
22003385	NV5, Inc.	04215 Change Order 2 (OCN)	\$21,250.00
22004393	San Diego County Office of Education	04244 Change Order 2 (OCN)	\$762.00

In accordance with Public Contract Code Sections 20651, 20655, 20659, Education Code Section 81656, and Board Agenda Item VIII.L (12/9/15), the following transactions were entered into and approved by the vice president, administrative services.

Construction Contract Change Orders			
PO #	Vendor	Description	Amount
22003302	Rudolph and Sletten	04205 Change Order 4 (OCN)	\$1,468,036.00
22003305	C W Driver LLC	04202 Change Order 9 (OCN)	\$181,430.00
22003302	Rudolph and Sletten	04205 Change Order 3 (OCN)	\$95,640.00
22003306	Align Builders	04004 Change Order 16 (OCN)	\$44,832.70
22003301	Caliba Inc	04207 Change Order 12 (OCN)	\$32,249.00
22003308	Balfour Beatty Construction LLC	04208 Change Order 17 (OCN)	\$32,124.61

22003404	Balfour Beatty Construction LLC	04215 Change Order 9 (OCN)	\$27,456.85
22003303	Swinerton Builders	04203 Change Order 38 (OCN)	\$19,180.00
22003270	Conan Construction Inc	04112 Change Order 3 (SAN)	\$3,182.58
23000586	Botsford Construction Inc.	04108 Change Order 1 (SAN)	\$1,325.00

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item IX.I (10/19/17); and other applicable law, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-17-001 is \$35,593,000.

MM-17-001 – Architectural and Engineering Services Task Orders			
PO #	Vendor	Description	Amount
	No Entries This Period		

MM-17-001 – Architectural and Engineering Services Task Change Orders			
PO #	Vendor	Description	Amount
	No Entries This Period		

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item IX.J (10/19/17); and other applicable law, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-17-002 is \$4,300,000.

MM-17-002 – Geotechnical Engineering Task Orders			
PO #	Vendor	Description	Amount
	No Entries This Period		

MM-17-002 – Geotechnical Engineering Task Change Orders			
PO #	Vendor	Description	Amount
	No Entries This Period		

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item IX.K (10/19/17); and other applicable law, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-17-001 is \$1,200,000.

MM-17-003 – Civil Engineering Task Orders			
PO #	Vendor	Description	Amount
	No Entries This Period		

MM-17-003 – Civil Engineering Task Change Orders			
PO #	Vendor	Description	Amount
	No Entries This Period		

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item VIII.K (06/13/19); and other applicable law, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-19-012 is \$2,252,892.

MM-19-012 – Commissioning Services Task Orders			
PO #	Vendor	Description	Amount
	No Entries This Period		

MM-19-012 – Commissioning Services Task Change Orders

PO #	Vendor	Description	Amount
	No Entries This Period		

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item VIII.L (06/13/19); and other applicable law, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-19-013 is \$6,663,954.

MM-19-013 – Inspector of Record Task Orders

PO #	Vendor	Description	Amount
23000780	Vital Inspection Services Inc	04216 Inspector of Record Services (OCN)	\$93,840.00

MM-19-013 – Inspector of Record Task Change Orders

PO #	Vendor	Description	Amount
	No Entries This Period		

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item VIII.M (06/13/19); and other applicable law, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-19-014 is \$6,193,914.

MM-19-014 – Special Inspection Task Orders

PO #	Vendor	Description	Amount
	No Entries This Period		

MM-19-014 – Special Inspection Task Change Orders

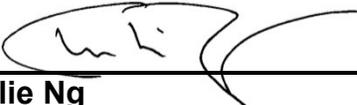
PO #	Vendor	Description	Amount
	No Entries This Period		

Total Contract Expenditures: \$2,182,317.38

Ratify purchase orders — 23000747, 23000811, 23000813, 23000817, 23000917, 23000981

Ratify purchase orders (Task Orders) — 23000780

Ratify purchase orders (Contracts) — 23000606-23000607

Subject: Ratify Memorandum of Understanding Associate Faculty 23-01 Health Benefits	Attachment: Memorandum of Understanding Associate Faculty 23-01 Health Benefits
Category: Action Items	Type of Board Consideration: Information Consent Action
Institutional Goals: mcc_mission_statement.pdf	Institutional Goal Supported: Goal 1 Goal 2 Goal 3 Goal 4
Recommended:  <hr/> Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Education Code section 87860 through 87868 establish the Part-Time Community College Faculty Health Insurance Program. The district provides health insurance benefits to associate faculty as outlined in the Academic Associate Faculty collective bargaining agreement. The 2022 Budget Act appropriated \$200 million for the program and included specific requirements for the district to be eligible for up to 100 percent reimbursement for providing health benefits to associate faculty. During the spring of 2023, the district engaged in collegial negotiations with the Associate Faculty Union. While the parties are still engaged in good faith negotiations, the district and the Associate Faculty Union have agreed to the attached memorandum of understanding. The agreement provides that the district will cover the employee share of the premiums from January 2023 to August 2023, while the parties continue the negotiations process.

STATUS

The district and the Academic Associate Faculty have negotiated the terms and conditions, and agreed to a memorandum of understanding.

RECOMMENDATION

Ratify Memorandum of Understanding Associate Faculty 23-01 Health Benefits, as stated.



MOU Between the
MiraCosta Community College District and
MiraCosta Community College Academic Associate Faculty
23-01

This Memorandum of Understanding (“MOU”) is entered into by and between the MiraCosta Community College District (hereinafter referred to as "District") and the MiraCosta College Academic Associate Faculty (hereinafter referred to as "MCCAAF") (hereinafter collectively referred to as the “Parties”), and is expressly made pursuant to the Educational Employment Relations Act and the current Collective Bargaining Agreement (“CBA”).

This MOU between the Parties is not intended to change the terms of the current CBA but is instead a one-time, non-precedent setting agreement that may not be used as the basis of a past practice by either party.

TERMS

1. Unit members enrolled in medical insurance benefits under Article 13 of the current CBA as of the Spring 2023 semester shall be eligible for the benefits described below.
2. The District shall provide 100% paid medical coverage for eligible unit members during the months of April to August 2023.
3. Eligible unit members shall be reimbursed for the employee portion of premiums they paid for medical coverage at the District for the months of January, February, and March 2023. Reimbursements under this paragraph shall occur by the end of the Spring 2023 semester.
4. Eligible unit members are required to provide thirty (30) days’ notice prior to voluntary termination of benefits. Voluntary termination of medical insurance coverage prior to August 2023 will occur as of the first of the month following notification.
5. Unless subsequent modifications to this MOU are negotiated, this MOU will sunset on August 31, 2023.

This agreement will become effective upon approval from the Board of Trustees.

Sunita V. Cooke, PhD

Krista Warren

Signature _____ Date _____
Superintendent/President
MiraCosta Community College District

Signature _____ Date _____
President
MCCAAF

Subject: Adopt Resolution No. 12-22/23: Authorizing Renewal of Workday Enterprise Resource Planning Software and Related Services	Attachment: <ul style="list-style-type: none"> • Resolution No. 12-22/23: Authorizing Renewal of Workday Enterprise Resource Planning Software and Related Services • Workday Order Form #00393983.0
Category: Action Items	Type of Board Consideration: Information Consent Action 
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported:  Goal 1 Goal 2 Goal 3  Goal 4
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Enterprise Resource Planning software and related support services (“ERP Services”) are essential for the district’s operations. In June 2018, the district entered into an agreement titled “Master Subscription Agreement” (“MSA”) with Workday, Inc. (“Workday”) for Workday to provide ERP Services. The term of the MSA expires June 25, 2023. Workday has completed ERP Services under the MSA in a satisfactory manner.

The MSA incorporated an option for the district to renew the term for a three-year renewal term from June 26, 2023, through June 30, 2026. Renewal of the term of the MSA for the renewal term is critical and necessary for the district’s continuing operations.

STATUS

Workday submitted a cost proposal for the renewal term in the amount of \$1,077,744. The renewal price is consistent with the terms of the option to renew the term set forth in the MSA. District staff have reviewed and evaluated the renewal price and have determined that the renewal price is fair and reasonable for the scope of the ERP Services that Workday is required to provide during the renewal term.

Typically, contracts with the value of the renewal price for the renewal term would require the district to engage in a competitive proposal process before awarding a contract or a renewal of a contract. Approval of the renewal of the Workday MSA is accompanied by Resolution No.12-22/23, which describes circumstances under which the typical requirement for the district to engage in a competitive process to renew the MSA are deemed inapplicable as a matter of law. Resolution No. 12-22/23 describes how Workday has

detailed knowledge of, and familiarity with, deployment and implementation of the ERP Services that cannot be duplicated, and how district operations will be potentially disrupted and impaired by the time necessary to complete a competitive selection process for ERP Services during the renewal term.

Approval of the renewal of the Workday MSA supports the district's institutional goals.

Goal 1: Provide equitable access, enhance student success and close equity gaps.

The ERP Services are critical to student success and equitable access to the learning opportunities afforded by student enrollment at the district. A significant portion of the ERP Services are related to district human resources management. Student success and equitable access to higher education opportunities require the district to employ individuals with skills, knowledge, and interest in fostering district institutional goals. The ERP Services to manage and analyze human resources data is critical for the district to retain employees to provide services for student access to district education opportunities.

Goal 4: Responsible stewardship and sustainability of district and community resources.

Exercise of the option for the renewal terms reduces the district's expenses and costs and eliminates the time necessary to complete a competitive proposal process for the ERP Services during the renewal term. Reduction of district expenses and costs has the effect of making those financial resources available for other district needs.

Resolution No. 12-22/23, attached and subject to board approval, will authorize the renewal of Workday ERP software and related services.

RECOMMENDATION

The following actions are recommended:

- Approve Resolution No. 12-22/23: authorizing approval of the renewal of the Workday MSA for ERP Services between June 26, 2023, and June 30, 2026, without a competitive proposal process.
- Approve the Workday Order Form #00393983.0 for Workday to provide ERP Services between June 26, 2023, and June 30, 2026.

**MIRACOSTA COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 12-22/23:
AUTHORIZING RENEWAL OF WORKDAY MASTER SUBSCRIPTION AGREEMENT
(JUNE 26, 2023 – JUNE 30, 2026)**

WHEREAS, in or about June 2018, the district entered into an agreement titled “Master Subscription Agreement” (“MSA”) with Workday, Inc. (“Workday”) for Workday to provide enterprise resource planning software and related services (“ERP Services”).

WHEREAS, award of the MSA to Workday was pursuant to competitive selection process.

WHEREAS, the specific ERP Services to be provided by Workday are established by Orders to the MSA.

WHEREAS, Workday Order Form #142500 (“Order Form”) established certain ERP Services to be provided by Workday from June 26, 2018, through June 25, 2023 (“Order Form Term”).

WHEREAS, the MSA incorporated an option of the district to extend the Order Form Term for three (3) years (“Renewal Term”).

WHEREAS, the ERP Services are critical for district operations and there is a need for continuous use of the ERP Services for district operations.

WHEREAS, Workday has completed obligations under the MSA and the Order Form in a satisfactory manner.

WHEREAS, Workday submitted a proposal for continuation of the ERP Services for the Renewal Term from June 26, 2023, through June 30, 2026, for a lump sum price of One Million Seventy-Seven Thousand Seven Hundred Forty-Four Dollars (\$1,077,744) (“Renewal Price”).

WHEREAS, the Workday Renewal Price proposal provides for payment of the Renewal Price in three (3) annual installments.

WHEREAS, Public Contract Code §20651 generally requires the district to engage in a competitive process for award of contracts with the value of the Renewal Price.

WHEREAS, California courts recognize a legal exception to the statutory bidding requirements when a public agency determines that competitive bidding would be futile, unavailing, undesirable, impractical, impossible, and would cause additional delay and additional cost. (Meakin v. Steveland (1977) 68 Cal.App.3d 490; Los Angeles Dredging v. Long Beach (1930) 210 Cal. 348).

WHEREAS, engaging in a competitive selection process to procure the ERP Services for the Renewal Term will be futile, undesirable and impractical for the following reasons: (i) Workday has detailed knowledge of, and familiarity with, deployment and implementation of the ERP Services that cannot be duplicated; and (ii) district operations will be potentially disrupted and impaired by the time necessary to complete a competitive selection process for ERP Services during the Renewal Term.

WHEREAS, Workday is ready, willing and able to complete ERP Services under the Renewal Term for the Renewal Price.

WHEREAS, the Workday proposal to provide ERP Services during the Renewal Term has been reviewed by district staff: (i) to confirm that skilled, knowledgeable and sufficient personnel resources are proposed to complete ERP Services during the Renewal Term; and (ii) to confirm that the Renewal Price is fair, reasonable and consistent with current marketplace costs.

WHEREAS, attached hereto as Attachment A is a copy of Workday Order Form #00393983.0 to provide and complete ERP Services during the Renewal Term.

NOW THEREFORE BE IT RESOLVED THAT:

1. The foregoing recitals and determinations are true, correct and incorporated herein by this reference.
2. It would be futile, undesirable, impractical, and not produce any advantage for the district to engage in a competitive selection process to procure ERP Services for the Renewal Term.
3. Workday Order Form #00393983.0 for Workday to provide and complete ERP Services during the Renewal Term is approved.
4. The district's president or their designee are authorized to execute Workday Order Form #00393983.0 on behalf of the district and to take such actions necessary to implement the intent of these Resolutions.
5. Funds necessary for the entire Renewal Price shall be appropriated and budgeted in the district's current fiscal year and held in reserves. The district's payment of the Renewal Price shall be in annual installments with each annual installment in the amount indicated in Workday Order Form #00393983.0.
6. These Resolutions shall be effective as of the date of adoption by the district's board of trustees.

DATED, SIGNED AND APPROVED this 20th day of April 2023.

BOARD OF TRUSTEES OF THE
MIRACOSTA COMMUNITY COLLEGE DISTRICT

By: _____
Frank Merchat,
President, Board of Trustees

Attest:

By: _____
Sunita V. Cooke, Ph.D.,
Secretary, Board of Trustees

STATE OF CALIFORNIA)
)ss
SAN DIEGO COUNTY)

I, Sunita V. Cooke, Ph.D., do hereby certify that the foregoing is a true and correct copy of Resolution No. 12-22/23, which was duly adopted by the Board of Trustees of the MiraCosta Community College District at a meeting thereof held on the 20th day of April 2023, and that it was so adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

By _____
Sunita V. Cooke, Ph.D.,
Superintendent / President

ATTACHMENT A



00393983.0 - Confidential

**ORDER FORM # 00393983.0
TO MASTER SUBSCRIPTION AGREEMENT (“MSA”)
(RENEWAL OPTION)**

Customer Name	MiraCosta Community College District
Workday Entity	Workday, Inc. 6110 Stoneridge Mall Road Pleasanton, CA 94588
MSA Effective Date	June 27, 2018
Order Effective Date	June 26, 2023
Order Term	June 26, 2023 through June 30, 2026
Order Term in Months	37
Currency	USD
Total Subscription Fee	1,077,744

Payment #	Payment Due Date	Payment Amount
1	Due in accordance with the MSA, invoiced upon Order Effective Date	362,560
2	Due July 1, 2024, invoiced in accordance with the MSA	357,592
3	Due on July 1, 2025, invoiced in accordance with the MSA	357,592
	Total Payment Amount	1,077,744

Base Renewal Subscription Fee for Order Term (pursuant to the terms of Order Form #142500)

SKU	Service	Permitted FSE Workers	Subscription Fee
LDPHCM	Core Human Capital Management - LDP	860	1,076,701
LDPCCB	Cloud Connect for Benefits - LDP		
LDPBEN	Benefits - LDP		
LDPUSP**	Payroll for United States - LDP		
LDPLRN*	Learning - LDP		
MCNF*	Media Cloud - No Fee		
LDPPD*	Performance and Development - LDP		
LDPSP*	Succession Planning - LDP		
LDPFIN*	Core Financials - LDP		
LDPRM*	Revenue Management - LDP		
LDPPLN*	Planning - LDP		
LDPTT	Time Tracking - LDP		
LDPAM	Absence Management - LDP		
LDPEXP	Expenses - LDP		
LDPPRO*	Procurement - LDP		

* Customer agrees that the number of Additional FSE Workers for the service SKU will always be equal to the then-current number of additional FSE Workers for LDPHCM minus Former Workers with Access.

** Customer agrees that at all times, the aggregate total number of Additional FSE Workers for Payroll for all Workday Payroll applications and Cloud Connect for Third Party Payroll must be equal to the then-current number of Permitted FSE Workers for LDPHCM minus Former Workers with Access.

Annual Subscription Fee per Additional FSE Worker by SKU during Order Term	
LDPHCM, LDPPD, LDPSP, LDPPRO, LDPFIN, LDPRM, LDPPLN, LDPLRN	288.29



(combined)	
LDPBEN	9.14
LDPCCB	7.49
LDPUSP	49.11
LDPTT	29.94
LDPAM	8.29
LDPEXP	22.45
MCNF	No Fee

Fees for Growth during Order Term

SKU	Service	Permitted FSE Workers			Subscription Fees	
		Start	Added	New	Annual Rate	Total
LDPHCM	Core Human Capital Management - LDP	868	4	872	86.98	1,073

Customer Contact Information	Billing, In Care of	Customer Support
Contact Name	Timothy Flood	Anthony Maciel
Street Address City, State, Zip/Code, Country	1 Barnard Dr Oceanside, CA 92056 United States	1 Barnard Dr Oceanside, CA 92056 United States
Phone/Fax #	(760) 795-6653	(760) 795-6720
Email (required)	tflood@miracosta.edu	amaciel@miracosta.edu

This Order Form is only valid and binding on the parties when executed by both parties and is subject to the additional terms in the above-referenced MSA and in Order Form #142500. Customer is purchasing the Service that is currently available. All remittance advice and invoice inquiries can be directed to Accounts.Receivable@workday.com. The Planning Service as set forth in this Order Form can be used with certain optional downloadable software components, such as ~~OfficeConnect~~ ("Downloadable Components") that are described in the Planning Documentation. The tax for Downloadable Components will be separately presented on your invoice based on a valuation attributed to the Downloadable Components. For the avoidance of doubt, the breakout of pricing for such Downloadable Components is for tax purposes only and cannot be excluded from the package.



IN WITNESS WHEREOF, this Order Form is entered into and becomes a binding part of the above-referenced MSA as of the Order Effective Date.

MiraCosta Community College District

Workday, Inc.

Signature

Signature

Name

Name

Title

Title

Date Signed

Date Signed

PLANNING ADDITIONAL TERMS AND CONDITIONS ADDENDUM

These Planning Additional Terms and Conditions (“**Planning Terms**”) supplement and amend the Master Subscription Agreement (“**MSA**”) only for the Planning SKU(s) listed on this Order Form (“**PLNSKU**”) and do not amend the terms of the MSA for other SKUs purchased by Customer under an Order Form. Unless otherwise defined, capitalized terms used in these Planning Terms have the same meaning as set forth in the MSA. Once executed, this Order Form will supersede and replace any prior Subscription Agreement or Order Form related to a planning SKU between Customer and either Workday or Adaptive Insights.

1. **Documentation.** The Documentation for PLNSKU (<https://knowledge.adaptiveplanning.com/Administration>) applies in lieu of any other Workday Documentation.
2. **Support.** Support (<https://www.adaptiveinsights.com/legal/contract-terms-and-conditions>) for PLNSKU is provided as set forth in the Planning SLA. The Workday SLA does not apply to PLNSKU.
3. **Planning Instances and Administrators.**
 - (a) PLNSKU uses Planning Instances for Customer Data rather than Customer’s Tenant. A “**Planning Instance**” is a unique instance of the Service with a separate set of Customer Data held in a logically separated database (i.e. a database segregated through password-controlled access) that Customer may link to other Planning Instances. Following Customer retrieval of data, Workday shall, unless legally prohibited, delete all Customer Data by deleting Customer’s Planning Instance consistent with the Tenant deletion terms in the MSA.
 - (b) PLNSKU uses Administrators. “**Administrators**” mean those Authorized Party users who are designated by Customer to have administrative rights to Customer’s account for the Service, whereby such users will be responsible for administering and controlling access to and use of the Service by other Authorized Parties.
4. **Universal Security Exhibit & Universal Data Processing Exhibit.** Except as set forth herein, the Universal Security Exhibit and Universal Data Processing Exhibit (<https://www.adaptiveinsights.com/legal/contract-terms-and-conditions>) shall govern PLNSKU. For purposes of clarification, the Categories of Data in Addendum A to the Universal Data Processing Exhibit shall not include any Protected Information. Workday’s EU Access Policy does not apply to PLNSKU. The Planning Service SKU described in the Order Form is a Covered Service under the Universal Security Exhibit and Universal Data Processing Exhibit. Workday’s Binding Corporate Rules do not apply to PLNSKU.
5. **Subprocessor List.** “**Subprocessor List**” means the list (https://knowledge.adaptiveplanning.com/More_Resources/Policies_at_Adaptive_Insights/Subprocessors_-_Adaptive_Insights) identifying the Subprocessors that are authorized to Process Personal Data for PLNSKU. Prior to authorizing any new Subprocessor to Process Personal Data for PLNSKU, Workday shall provide notice to Customer by updating the Subprocessor List.
6. **Audit Report.** The audit report applicable to PLNSKU is the current Service Organization Controls 2 Type II audit report for Adaptive Insights (“**Planning SOC2**”).
 - (a) For PLNSKU, Workday maintains a security program that conforms to the Security Exhibit and is further described in the Planning SOC2. The Planning SOC2 will no longer be completed once it is covered by the Workday SOC 2 audit report.
 - (b) PLNSKU is not covered under any other Workday existing audit reports or ISO certifications.
 - (c) Customer agrees that the Planning SOC2 will be used to satisfy any audit or inspection requests by or on behalf of Customer, and Workday shall make such reports available to Customer. In the event that Customer, a regulator, or supervisory authority requires additional information, including information necessary to demonstrate compliance with the Universal Data Processing Exhibit, or an audit related to PLNSKU, such information and/or audit shall be made available in accordance with the most current version of the optional Workday Customer Audit Program.

7. **Protected Information.**

- (a) Customer acknowledges that PLNSKU is designed with security and access management for processing non-Protected Information, and Customer agrees that neither Customer (nor its Affiliates or Authorized Parties) shall include Protected Information in its Customer Data.
- (b) “**Protected Information**” means (i) patient medical or other health information as described in the Health Insurance Portability and Accountability Act or similar U.S. or foreign laws and regulations; (ii) Cardholder Data, as that term is defined in the Payment Card Industry data security standards; (iii) information subject to regulation by the Gramm-Leach-Bliley Act; or (iv) special categories of personal data as described in Article 9 of the General Data Protection Regulation.

Subject: Adopt Resolution No. 13-22/23: Authorizing Approval of Agreement for Purchase and Sale of Modular Buildings	Attachment: <ul style="list-style-type: none"> • Resolution No. 13-22/23: Authorizing Approval of Agreement for Purchase and Sale of Modular Buildings • Agreement for Purchase and Sale of Modular Buildings
Category: Action Items	Type of Board Consideration: Information Consent Action 
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported:  Goal 1 Goal 2 Goal 3  Goal 4
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The district entered into lease agreements in 2016 and 2018 with Class Leasing, LLC (Class Leasing) for the lease of six (6) modular buildings. At the time the district entered into the leases with Class Leasing, it was anticipated that there would only be a short-term need for use of the modular buildings. The district has now determined that there is a long-term need for use of the modular buildings.

With the need for continuing use of the modular buildings, district staff evaluated whether the district’s fiscal interests were best served by continuation and renewals of the leases with Class Leasing or to purchase fee title to the modular buildings. Staff evaluation concluded that the district fiscal interests are better served by the purchase of the modular buildings.

STATUS

Class Leasing submitted a proposal for district purchase of the modular building in the amount of \$396,115 (“Modulars Purchase Price”). District staff reviewed the Modulars Purchase Price and confirmed that it is consistent with current marketplace value of the modular buildings, and that the Modulars Purchase Price is fair and reasonable. The Modulars Purchase Price and other terms and conditions for the district’s purchase of the modular buildings are incorporated into an Agreement for Purchase and Sale of Modular Buildings (“Purchase Agreement”).

Typically, contracts with the value of the Purchase Agreement would require the district to engage in a competitive proposal process before awarding a contract. Approval of the Purchase Agreement is accompanied by Resolution No. 13-22/23, which describes

circumstances under which the typical requirement for the district to engage in a competitive process to award the Purchase Agreement are deemed inapplicable as a matter of law. Resolution No. 13-22/23 describes how the removal and replacement of the modular buildings will disrupt district operations, and that the anticipated costs of procuring replacements for the modular buildings will be more costly than purchase of the modular buildings.

Resolution No. 13-22/23 would establish the authority of the district to approve the Purchase Agreement.

Approval of the Purchase Agreement supports the district's Institutional Goals.

Goal 1: Provide equitable access, enhance student success and close equity gaps.

A variety of district services supporting students, staff and district operations are conducted in the modular buildings. Services provided by district staff occupying the modular buildings directly or indirectly support equitable access and student success. By purchasing the modular buildings, the district can provide these services without interruption.

Goal 4: Responsible stewardship and sustainability of district and community resources.

Exercise of the option for the renewal terms reduces the district's expenses and costs to continue leasing the modular buildings or to procure replacements of the modular buildings. Reduction of district expenses and costs have the effect of making those financial resources available for other district needs.

Resolution No. 13-22/23, attached and subject to board approval, will approve the Purchase Agreement.

RECOMMENDATION

The following actions are recommended:

- Approve Resolution No. 13-22/23 authorizing approval of the Agreement for Purchase and Sale of Modular Buildings without a competitive proposal process.
- Approve the Agreement for Purchase and Sale of Modular Buildings.

**MIRACOSTA COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 13-22/23:**

AUTHORIZING PURCHASE OF MODULAR BUILDINGS FROM CLASS LEASING, LLC

WHEREAS, in or about June 2016, the Capistrano Unified School District (“CUSD”) engaged in a competitive proposal process to award a contract to furnish and install modular buildings; Class Leasing, LLC (“Class Leasing”) was awarded the contract to furnish and install modular buildings.

WHEREAS, the contract CUSD awarded to Class Leasing to furnish and install modular buildings incorporated provisions authorizing other public agencies, including the MiraCosta College District (“District”), to “piggyback” the lease or purchase of modular buildings from Class Leasing upon the terms of the contract awarded by CUSD.

WHEREAS, in accordance with the “piggyback” authority under the contract awarded to Class Leasing by CUSD, in or about June 2018, the District entered into a lease agreement, identified as Lease Number 1465, with Class Leasing to lease two (2) modular buildings from Class Leasing (“Lease No. 1465 Modulares”) and in or about June 2016, the District entered into a lease agreement, identified as Lease Number 994, with Class Leasing to lease four (4) modular buildings (“Lease No. 994 Modulares”); the District renewed the lease agreement for the Lease No. 994 Modulares in or about April 2021.

WHEREAS, Class Leasing has delivered and installed the Lease No. 1465 Modulares and the Lease No. 994 Modulares; the Lease No. 1465 Modulares and the Lease No. 994 Modulares have been used continuously by the District since delivery and installation thereof.

WHEREAS, when the District entered into the lease agreements for the Lease No. 1465 Modulares and the Lease No. 994 Modulares with Class Leasing, the District anticipated short-term duration needs for use of the Lease No. 1465 Modulares and the Lease No. 994 Modulares.

WHEREAS, the District has determined that there is an on-going and long-term need for the District’s use of the Lease No. 1465 Modulares and the Lease No. 994 Modulares.

WHEREAS, in light of the on-going need for use of the Lease No. 1465 Modulares and the Lease No. 994 Modulares, District staff evaluated the continuing costs under the lease agreements for Lease No. 1465 Modulares and the Lease No. 994 Modulares and the costs of acquiring fee title to Lease No. 1465 Modulares and the Lease No. 994 Modulares.

WHEREAS, the District staff evaluation concluded that with the District’s long-term needs for use of the Lease No. 1465 Modulares and the Lease No. 994 Modulares, the economic interests of the District are better served by purchase of the Lease No. 1465 Modulares and the Lease No. 994 Modulares rather than continuing to lease the Lease No. 1465 Modulares and the Lease No. 994 Modulares from Class Leasing.

WHEREAS, the District obtained a proposal from Class Leasing for the District’s purchase of Lease No. 1465 Modulares and the Lease No. 994 Modulares, along with eight (8) standard access ramps (“Access Ramps”) for an aggregate purchase price of \$396,115.00 (“Modulares Purchase Price”); the following is a summary of the allocation of the Modulares Purchase Price to the Lease No. 1465 Modulares, the Lease No. 994 Modulares and Access Ramps:

Lease No. 1465 Modulares		
Serial Number	Size and Description	Portion of Purchase Price
P-18-1818A/B	24’x60’ DSA Classroom	\$177,130

P-19-1818A/B	24'x60' DSA Classroom	
Lease No. 994 Modulares		
38924/25 & 11421/22	(2) 24x60' DSA Classroom	\$96,110
15757/58	24x40' DSA Classroom	\$48,055
10585	12x40' DSA Restroom	\$64,764
Miscellaneous		
Misc. Additional		Amount
Eight (8) Standard Ramps		\$21,208
Credit Due		(11,152)
Modular Purchase Price		\$396,115

WHEREAS, District staff evaluated the Modulares Purchase Price and determined that the Modulares Purchase Price and the portion of the Modulares Purchase Price allocated for the Lease No. 1465 Modulares, the Lease No. 994 Modulares and the Access Ramps is fair, reasonable and consistent with current marketplace pricing.

WHEREAS, the Lease No. 1465 Modulares, the Lease No. 994 Modulares and the Access Ramps are necessary and critical for continuing District operations.

WHEREAS, Public Contract Code §20651 generally requires the District to engage in a competitive process for award of contracts with the value of the Modulares Purchase Price.

WHEREAS, California courts recognize a legal exception to the statutory bidding requirements when a public agency determines that competitive bidding would be futile, unavailing, undesirable, impractical, impossible, and would cause additional delay and additional cost. (Meakin v. Steveland (1977) 68 Cal.App.3d 490; Los Angeles Dredging v. Long Beach (1930) 210 Cal. 348).

WHEREAS, engaging in a competitive selection process to procure the Modular Buildings will be futile, undesirable and impractical for the following reasons: (i) replacement of the Lease No. 1465 Modulares, the Lease No. 994 Modulares and the Access Ramps will severely disrupt District operations; and (ii) the costs for the District to procure and install replacement modular buildings will exceed the Modulares Purchase Price.

WHEREAS, attached hereto as Attachment A is a copy of the Agreement for Purchase and Sale of Modular Buildings which sets forth the terms and conditions of the District's purchase of the Lease No. 1465 Modulares, the Lease No. 994 Modulares and the Access Ramps from Class Leasing ("Purchase Agreement").

WHEREAS, Education Code §81655 authorizes the board of trustees of the District to delegate authority to the District's superintendent/president to enter into contracts on behalf the District, provided that any contract entered into by the District's superintendent/president is not enforceable against the District unless the contract is ratified by the board of trustees.

NOW THEREFORE BE IT RESOLVED THAT:

7. The foregoing recitals and determinations are true, correct and incorporated herein by this reference.
8. It would be futile, undesirable, impractical and not produce any advantage for the District to engage in a competitive selection process to procure modular buildings to replace the Lease No. 1465 Modulares, the Lease No. 994 Modulares and the Access Ramps.
9. The superintendent/president is authorized to present the Agreement for Purchase and Sale of Modular Buildings to Class Leasing for review; if upon such review Class Leasing

ATTACHMENT A
AGREEMENT FOR PURCHASE AND SALE OF MODULAR BUILDINGS

This Agreement for Purchase and Sale of Modular Buildings (“Agreement”) is entered into April 20th, 2023, by and between MiraCosta Community College District (“District”) and Class Leasing, LLC (“Seller”) with reference to the following Recitals, all of which are incorporated herein.

WHEREAS, pursuant to Lease No. 1465, dated June 3, 2018, and Lease No. 994 dated June 1, 2016, and amended on April 23, 2021 (collectively “Leases”), the District leased from the Seller certain Modular Buildings as described herein; the Leases are incorporated herein by this reference

WHEREAS, pursuant to the Leases, the Seller furnish and installed and the District occupies and uses certain Modular Buildings owned by the Seller described as follows:

Lease Number 1465 (June 3, 2018)	
Serial Number	Size and Description
P-18-1818A/B	24’x60’ DSA Classroom
P-19-1819A/B	24’x60’ DSA Classroom
Lease Number 994 (June 1, 2016 and amended on April 23, 2021)	
Serial Number	Size and Description
15757/58	24’x40’ DSA Classroom
38924/25	24’x60’ DSA Classroom
11421/22	24’x60’ DSA Classroom
10585	12’x40’ DSA Restroom

WHEREAS, this Agreement sets forth the terms and conditions for termination of the Leases and the Seller’s sale of the Modular Buildings to the District.

NOW THEREFORE, in consideration of the mutual covenants set forth herein, District and the Seller agree as follows:

1. Modular Buildings Purchase and Sale. Seller sells to the District and the District purchases from the District the Modular Buildings upon the terms set forth herein. The Modular Buildings include the various components forming the Modular Buildings and improvements therein (including without limitation, mechanical, electrical or plumbing improvements) and related sitework provided by Seller pursuant to the Leases. The Modular Buildings subject to this Agreement include eight (8) standard ramps.
2. Seller’s Representations and Warranties. Seller represents and warrants to the District:

Seller has the full right, power, and authority to enter into this Agreement, and to perform its obligations under this Agreement;

Seller has good and marketable fee title to, and the right to transfer fee title of the Modular Buildings to the District;

Seller's right, title, and interest to the Modular Buildings is free and clear of any liens, security interest, taxes, or other encumbrances; and

There is no third party that may claim any right, title, or interest to the fee title of the Modular Building.

The foregoing representations and warranties shall survive the transfer of title of the Modular Buildings to the District. Seller covenants to the District that Seller shall, at Seller's cost and expense, defend the District's fee title to the Modular Buildings against any claim or demand of any right, title or interest to the fee title of the Modular Buildings. As used herein, the term "knowledge" means the actual knowledge of the Seller as of the Closing.

3. As Is and Where As. The District purchases the Modular Buildings in the "as is" and "where as" condition of the Modular Buildings.
4. Purchase Price. The Purchase Price of the Modular Buildings is **Three Hundred Ninety-Six Thousand, One Hundred Fifteen Dollars (\$396,115.00)**. The Purchase Price includes all applicable sales taxes or other taxes/assessments arising out of the Seller's sale of the Modular Buildings to the District and the District's purchase of the Modular Buildings from the Seller. The Seller shall be solely responsible for payment of all such taxes or assessments without adjustment of the Purchase Price.

4.1. Purchase Price Allocation. The Purchase Price is allocated to each Modular Building as follows:

Serial Number	Size and Description	Portion of Purchase Price
P-18-1818A/B	24'x60' DSA Classroom	Combined purchase price for the (2) 24'x60' Classrooms One Hundred Seventy-Seven Thousand, One Hundred Thirty Dollars (\$177,130)
P-19-1818A/B	24'x60' DSA Classroom	
38924/25 & 11421/22	(2) 24x60' DSA Classroom	Ninety-Six Thousand, One Hundred Ten Dollars (\$96,110)
15757/58	24x40' DSA Classroom	Forty-Eight Thousand Fifty-Five Dollars (\$48,055.00)
10585	12x40' DSA Restroom	Sixty-Four Thousand Seven Hundred Sixty-Four Dollars (\$64,764)
Misc. Additional	Description	Amount
Lease 1465	(4) Standard Ramps existing On-Site Purchase	\$10,604
Lease 994	(4) Standard Ramps existing Onsite Purchase	\$10,604
Credit Due	Project No. 190475	(11,152)

4.2. District Payment of Purchase Price. The District shall make full payment of the Purchase Price for the Modular Buildings within thirty (30) days after the Effective Date of this Agreement.

5. Modular Buildings Title. Title to the Modular Buildings shall be vested in the District as of the District's full payment of the Purchase Price. The Seller shall execute such documents and take such action as reasonably requested by the District to establish the transfer of fee title to the Modular Buildings from the Seller to the District. The Seller's obligations under the foregoing shall be continuing until fee title to all Modular Buildings is vested in the District.

6. Termination of Leases. Upon the District's payment of the Purchase Price, the Leases shall terminate without further action of the District or the Seller. The District and the Seller acknowledge and agree that the District may continue to occupy and use the Modular Buildings after the date of this Agreement and prior to the District's full payment of the Purchase Price in accordance with the terms of the Leases, except for the District's obligation to make payments under the Leases.
7. Effective Date. The Effective Date of this Agreement shall be the date on which the District's Board of Trustees approves this Agreement in an open public meeting of the Board of Trustees conducted in accordance with applicable law.
8. Miscellaneous.
 - 8.1. Time. Time is of the essence in the performance and completion of obligations under this Agreement.
 - 8.2. Binding Agreement; No Assignment. This Agreement and the terms hereof are binding on the assigns and successors of the District and Seller.
 - 8.3. Governing Law; Interpretation. This Agreement shall be governed and interpreted by the laws of the State of California. This Agreement shall be construed to effectuate the intention of the Parties with respect to the transaction described herein and the subject matter hereof. In determining the meaning of, or resolving any ambiguity with respect to any word, phrase or provision of this Agreement, neither this Agreement nor any uncertainty or ambiguity herein will be construed or interpreted against either Party; this Agreement shall be construed and interpreted in accordance with the fair meaning of its terms.
 - 8.4. Counterparts; Effectiveness of Agreement. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, and the counterparts shall constitute one and the same instrument, all of which shall be sufficient evidence of this Agreement. The District may require electronic/digital execution of this Agreement in accordance with standards established in Government Code §16.5. Notwithstanding execution of this Agreement on behalf of the Seller and the District, this Agreement shall not be binding on or enforceable against the District until this Agreement is approved or ratified by the District's Board of Trustees in a open public meeting of the Board of Trustees conducted in accordance with applicable law.
 - 8.5. Severability. If any portion of this Agreement determined by a court of competent jurisdiction to be unenforceable, the remainder of this Agreement shall be enforceable without such provisions.
 - 8.6. Amendments. Neither amendments to nor modifications of this Agreement shall be effective or effective unless in writing and signed by an authorized employee of the Seller and the District and approved by the District's Board of Trustees.
 - 8.7. Entire Agreement. This Agreement constitutes the entire agreement between the District and Seller concerning the subject matter hereof and supersedes all prior negotiations, representations or agreements, either written or oral. The Parties each acknowledge: (i) that it had the opportunity to, and has to the extent each deemed appropriate by a Party, obtained legal counsel concerning the content and meaning of this Agreement; and (ii) except as expressly set forth in this Agreement, no promise, inducement or agreement not herein expressed has been made to effectuate this Agreement.

IN WITNESS HEREOF, the District and the Seller have executed this Agreement as of the date set forth above.

“District”

MiraCosta Community College District

By:

Tim Flood,
Vice President Administrative Services

“Seller”

Class Leasing, LLC

By:

Mike Bollero, Sr.
President

Subject: Appoint Independent Citizens' Bond Oversight Committee Members	Attachment: None
Category: Action Items	Type of Board Consideration: Information Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 Goal 2 Goal 3 Goal 4
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

After the passage of Measure MM on November 8, 2016, the governing board established an Independent Citizens' Bond Oversight (ICBOC) committee on March 9, 2017, as required by state law. The purpose of the committee is to keep the public informed about the expenditure of bond revenues, review and report on the proper expenditure of taxpayers' money for school construction and advise the public as to the MiraCosta Community College District's compliance with Proposition 39 requirements, as contained in the California Constitution. The committee consists of seven members as follows:

- One (1) member active in a business organization representing the business community located in the district
- One (1) member active in a senior citizens' organization
- One (1) member active in a bona-fide taxpayers association
- One (1) student enrolled and active in a community college support group
- One (1) member active in a support organization for the district, such as a foundation
- Two (2) members of the community at large

Per the Independent Citizens' Bond Oversight Committee Bylaws, Section 5. Membership, 5.4 Term, "...each member shall serve a term of two years, commencing as of the date of appointment by the board. No member may serve more than three consecutive terms..."

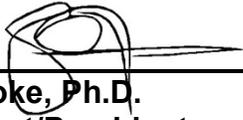
STATUS

Members Josh Mazur, ICBOC chair and business community representative, and William Howe, who represents the community at large, have each served for a second two-year term

and have filed applications to serve a third and final term during the open recruitment process. It is recommended that they each be reappointed for a third and final two-year term.

RECOMMENDATION

Appoint Independent Citizens' Bond Oversight committee members, as stated above.

Subject: Board Policy 2015 – Student Trustee	Attachment: Board Policy 2015 – Student Trustee
Category: Board Policies – Periodic Review	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> Goal 1 Goal 2 Goal 3 Goal 4 </div>
	Approved for Consideration: <div style="text-align: center;">  <hr style="width: 100%;"/> Sunita V. Cooke, Ph.D. Superintendent/President </div>

BACKGROUND

Board policies and administrative procedures receive periodic review. New board policies and revisions to board policies are presented to the board of trustees for review and approval.

STATUS

Revisions to Board Policy Board Policy 2015 – Student Trustee have been approved by College Council, and the policy is now presented for a first reading by the board of trustees.

Administrative Procedure 2015 is included for reference only.

RECOMMENDATION

Adopt Board Policy 2015 – Student Trustee.

In accordance with the provisions and limitations of the Education Code, the student member of the board of trustees shall be elected by the students enrolled in the MiraCosta Community College District, and that person shall be designated as the student trustee. ~~Normally, an election will be held in the Spring semester so that the office is filled by June 1 of each year f. For a one-year term~~The election of the student trustee shall take place no later than May 1 of each year, and the elected student will serve a one-year term commencing June 1. The election process and term of service shall be clearly stated in the constitution and bylaws of the Associated Student Government of MiraCosta College.

~~The Student student~~ trustees ~~have-has~~ the same general responsibilities as all trustees to represent the interests of the entire community; however, they also provide a student perspective on the issues facing the board. Student votes are advisory and nonbinding.

The student trustee is expected to attend all board meetings, interact regularly with college officials, maintain regular contact with the Associated Student Government, and attend statewide meetings as necessary.

The student trustee has the right to:

- A. Attend all meetings of the board of trustees, with the exception of closed sessions.
- B. Participate in discussions, ask questions, and be seated with the board. As an official member of the board, the student trustee is entitled to receive materials furnished to regular board members with the exception of materials related to closed sessions.
- C. Be reimbursed for mileage to the same extent and under the same policies as other board members.
- D. Cast an advisory opinion, which will be reported in the official minutes. This advisory vote will not count in determining if an item passes.

The board of trustees will ~~by May 15 of each year~~ review procedures outlining the privileges, compensation, and travel arrangements accorded to the student trustee ~~by May 15 of each year~~. Such procedures will be effective June 1 to May 31 of each year and shall be contained in Administrative Procedures 2015.

The superintendent/president, or their appointed designee, shall act as the mentor to the student trustee. Training for new student trustees will be conducted as outlined in Administrative Procedure 2740, Board Education.

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Adoption History:	9/15/09, 4/20/10, 4/12/11, 4/24/12, 4/23/13, 4/16/14, 4/22/15, 5/11/16, 4/20/17, 5/12/18, 2/21/19, 5/14/20, 3/18/21, 3/24/22
References:	Education Code §72023.5 CCLC Trustee Handbook http://www.ccleague.org/files/public/TrustHdbkWeb.pdf California Code of Regulations, Title 19, Division 2, Chapter 4, Subchapter 3, Article 1, §2572.2
CCLC Update:	#20, 3/12
Steering:	VPSS / N/A

The qualifications for this office shall include:

- A. Enrollment in at least five (5) semester credit units or the equivalent of work at MiraCosta College, at the time of application and during the term of office.
- B. Possession of a least a 2.0 grade-point average at the time of application and during the term of office.
- C. Be free of academic or student conduct probation, at the time of application and during the term of office.

The remuneration for the student trustee shall be one-half the amount received by the Board of Trustees. Mileage will be reimbursed at the current rate paid to district employees for board-related meetings and events where the student trustee serves as a representative of the Board of Trustees. In addition, the student trustee shall receive a \$250 book voucher per semester, including summer intersession, for a total of \$750.

If the student trustee does not attend all regular meetings held by the board in any month, they may receive an amount not greater than a pro-rata share of the number of meetings actually attended, based upon the maximum compensation.

The student trustee may travel to conferences and meetings associated with the role of being a student trustee, and must be accompanied by a MiraCosta College staff member. The superintendent/president shall approve and pay for appropriate student trustee travel.

The student trustee shall be an ex-officio member of the Associated Student Government of the MiraCosta College Student Senate.

The student trustee may be declared in abandonment of office by the board president and removed from office by the board if they fail to attend three (3) consecutive, regularly scheduled Board of Trustee meetings for other than good cause.

If any of the qualifications (listed above) are not met during the student trustee's term of office, they may be removed from office by the Board of Trustees.

The students enrolled in the MiraCosta Community College District reserve the right to recall the student trustee for cause other than the qualifications outlined in this procedure and elect a new student trustee. Procedures for recall and election of a new student trustee shall be contained in the constitution and codes of the Associated Student Government of MiraCosta College.

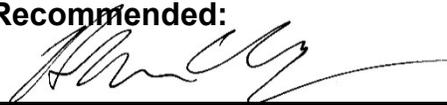
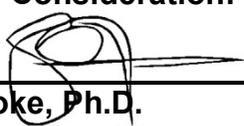
MiraCosta Community College District

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Effective Date: 9/15/09, 4/20/10, 4/12/11, 4/24/12, 4/23/13, 4/16/14, 8/12/14, 4/7/15,
5/11/16, 4/20/17, 3/16/23

References: Education Code §72023.5

Steering: VPSS / N/A

Subject: Student Services Division Board Report	Attachment: None
Category: College-Related Reports	Type of Board Consideration: <div style="text-align: center;"> <input checked="" type="checkbox"/> Information <input type="checkbox"/> Consent <input type="checkbox"/> Action </div>
Recommended:  <hr/> Alketa Wojcik, Ed.D. Assistant Superintendent/Vice President, Student Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

Academic Counseling (Tim Alves and Don Love)

The Counseling Department continues to pilot new ways to connect first time-to-college and returning students with counselors in an effort to front-load critical services, address equity gaps, and increase enrollments. The “New Student Course Selection Workshops” came out of this work, and of the 282 students that attended a workshop in the lead-up to fall 2022, 197 are still enrolled in spring 2023 (70 percent persistence rate), with 70 percent of those students taking courses full-time.

There has been a sharp increase in the number of students accessing noncredit counseling at the Community Learning Center (CLC). Last year, noncredit counselors conducted 1,939 appointments with 37 percent of those being a unique contact. To date in fiscal year 2023, counselors have conducted 1,358 appointments with 44 percent unique contacts.

Saturday counseling continues to be a popular option with students. The Counseling Department has served 197 students over seven Saturdays offered-to-date in spring 2023 that guarantee continued access to academic counseling for students who are not available to meet with a counselor during the traditional work week and hours.

Admissions and Records (Kathy Rodriguez)

The Admissions and Student Support Business Systems Analysts (BSAs) are working with Information Technology Systems (ITS) on Degree Works (myEdPlan) and CCCApply upgrades to include new and improved functionality for counselors, staff, and students. The BSAs are also collaborating with ITS programmers to create an online Gideon Taylor (GT) eForm to collect student data on active duty and veteran servicepersons, parents with dependent children, and students identifying as homeless/unhoused or formally homeless/unhoused to self-certify and receive priority registration.

The BSAs are also working on setting up the registration processes for summer and fall 2023. Registration is moving to a condensed, two-week period, a shift from the previous four-week period. This bold shift will reduce barriers to enrollment for our students and assist with enrollment management strategies.

At the beginning of the academic year, the Academic Records Evaluators received a resource allocation to contract a third-party vendor, Parchment, to print degrees and certificates. With this new process, students will receive an email and text message when their degrees and certificates are ready to print and mail. Students will also receive a link to a downloadable image of their degree and certificate that can quickly and easily be shared on social media and via email with potential employers while they await the printed copy. The team is currently training with Parchment to upload the first batch of degrees and certificates.

Athletics Department (Patrick Conahan)

The MiraCosta Athletics Department hosted an event to celebrate 50 Years of Title IX in Athletics on April 5. The event focused on acknowledging 50 years of participation, achievement, and excellence for the women's sport teams. Since 1972, these teams have included basketball, volleyball, soccer, tennis, softball, cross country, track and field, beach volleyball, rugby and surf. Currently, MiraCosta Athletics offers teams for women's basketball, soccer, volleyball, beach volleyball, rugby and surf.

In November 2022, the MiraCosta men's rugby club earned a spot in the NCR National Tournament. After winning their first game against Montana State University (22-15), they traveled to St. Louis, Missouri. In St. Louis, the team defeated Mankato University (71-31) and then lost to the eventual champion, Illinois' Principia College. The Spartans scored more points against the eventual champion than any other team in the tournament.

Rugby Club Coach Keli Ross-Mau and Athletic Director Pat Conahan have been part of a workgroup focusing on expanding rugby in the California Community College system, aiming to identify eight to ten colleges that will offer men's and women's rugby, allowing for a community college conference.

Campus Assessment, Resources, and Education (CARE) Program (Devon Boone)

The CARE Program held an inaugural Hunger and Homelessness Awareness Week in November, where close to 100 attendees participated in various events throughout the week. The Faculty Assembly helped incentivize attendance by donating \$2,500 in direct aid that supported students' basic needs.

At the close of fall semester, 5,183 students accessed the campus food pantries over 12,000 times. Additionally, CARE served 1,307 individuals with over 28,000 pounds of food through the food distribution events. Lastly, the CARE Program became a diaper bank partner through San Diego Food Bank and, to date, has provided 191 packs of 25 count diapers to 118 students. This resource has greatly cut costs for parenting students.

Extended Opportunity Programs and Services (EOPS) (Yesenia Balcazar)

The Extended Opportunity Programs and Services (EOPS) received funding from the Chancellor's Office to start the NextUp Program at MiraCosta College. NextUp is a program within EOPS that will provide support services and direct aid to current and former foster youth. Program structure and development are currently underway. NextUp services will be in addition to our current RAFFY Program, given that NextUp has an age requirement criteria, and RAFFY does not. MiraCosta College was one of the many community colleges in California to receive this funding. The Chancellor's Office plans to scale up the NextUp program to every college across the system.

There were 401 EOPS students served in spring 2023, which is very similar to the number of students served in spring 2022. EOPS is starting to see a slight increase in the number of students served, and the goal is to get back to pre-pandemic numbers of 730 unduplicated students.

In celebration of Black History Month, EOPS took a group of students to the inaugural Generational Black Pioneers play at the Brooks Theater and showcased the artwork of black artist Darren Williams in the EOPS lobby. Other student experiences this spring semester include visiting UCLA, the Getty Villa Museum, attending *The Addams Family* at the MiraCosta Theatre, and the Many Faces of Women in Leadership speakers' presentation.

In an effort to give back to the Brother Benno's Foundation for their continuous support in providing scholarships to EOPS students for four years, EOPS staff volunteered at the Brother Benno's Center by serving breakfast in February. This semester, a total of 137 scholarship applications were received, making it one of the highest numbers received in the last four years. A total of 15 recipients will be selected and presented with their scholarship checks during a small reception in April.

Financial Aid Office (FAO) (Mike Dear)

The Financial Aid Office (FAO) has disbursed \$21,076,650 thus far in the 2022/23 academic year. This exemplifies that the FAO efforts to support student success are working. Increased outreach and efficiency have led to more FAFSA and CADAA applications, more students receiving aid, and students being paid sooner in the term than ever before.

A team of employees continues to work toward implementation of the new Learning Aligned Employment Program (LAEP) which will provide state funded work study opportunities to a new group of students. The first LAEP students will begin working after the April 2023 board meeting.

The FAO is gearing up to begin processing 2023/24 FAFSA/CADAA applications and financial aid awards.

GEAR UP (Julie Johnson)

The MiraCosta College/Oceanside Unified School District/GEAR UP Advisory Board meeting was held this month, and topics included this year's participation in the NCCEP Youth Leadership Conference at the National GEAR UP Conference in July 2023, where student finalists will join over 200 GEAR UP students from across the nation in San Francisco.

The spring semester continues to be busy for our GEAR UP team, students, and families. In February, over 50 GEAR UP students and adults participated in an overnight university trip to UCLA, CSU Channel Islands, CSU Pomona, and CSU Fullerton. By the end of April 2023, GEAR UP will have had over 350 Cohort 1 and 2 students participate in one or more day visits to UCSD, UCR, USD, CSULA, CSUSM for the "College is for Me" Conference, MiraCosta College for Discover Career +, and the Encuentros/Migrant Education/Adelante Conference.

Many GEAR UP students have participated in a networking series in partnership with the Oceanside Chamber of Commerce, as well as an ongoing partnership with the San Diego Zoo Safari Park for Conservation Advocacy.

Monthly GEAR UP Family Workshops occur in person with topics focused on preparation for postsecondary success. All of these opportunities are provided at no cost to our families.

Health Services (Kim Marquardt)

Student Health Services continues to support students' medical and mental health needs on the Oceanside and San Elijo Campuses with both in person and telehealth services in spring 2023.

The medical team completed 498 appointments in the first half of spring 2023, with a 4.3 percent increase in nurse practitioner appointments. The mental health counseling team completed 690 mental health counseling appointments in the first half of the spring 2023 semester, which is a 16 percent increase from the first half of spring 2022.

Health Services notes a growing number of our disproportionately impacted students seeking mental health counseling support, with Black/African American students at 8.31 percent, Latiné/Chicané students at 65.05 percent, and LGBTQIA+ students at 24.94 percent of total mental health counseling appointments in fall 2022 (while at 3 percent, 44 percent, and 14.2 percent respectively of our student population).

Health Services has been approved by the State of California as a Naloxone (Narcan) Distribution Project (NDP) provider and is providing free monthly training and naloxone supplies for staff and students.

Mental health counseling continues to give presentations and trainings to students and staff; coordinate multiple student groups and workshops in collaboration with SAS, UMOJA, UPRISE, Student Equity, and EOPS; provide regular contributions to the Wellness Wave Wisdom blog; provide same-day outreach for all CARE referrals; and offer free ADHD screening and testing services to students.

The department's mental health peer educators table every day of the week and represent Health Services at numerous events throughout the semester in collaboration with CARE, Student Life and Leadership, and Student Equity.

Health Services continues to partner with the following services at the Oceanside Campus and the Community Learning Center (CLC):

- Champions for Health for monthly, on campus, free COVID and flu vaccine clinics. Vaccine events now include the County of San Diego Live Well on Wheels (Live WoW) wellness bus, which provides public benefits information and assistance regarding CalFresh, Medi-Cal, and CaWORKs programs.
- Vista Community Clinic for monthly, on campus, free HIV and Hep C testing.
- True Care's dental/medical mobile unit at the CLC.

International Office (Mia Scavone)

The International Office enrolled 24 new students arriving for spring 2023 and 108 students overall. This is a 6 percent increase from last semester. New students came from Botswana, Canada, China, Cambodia, Croatia, Democratic Republic of Congo, France, India, Japan, Mexico, Russia, South Korea, Turkey, Vietnam. The office started the spring semester with a one-week celebration of the Lunar Year.

The Outreach Team organized a MiraCosta International Spirit Night inviting international students to cheer on the women's and men's basketball teams.

In March, 22 Japanese high school students attending a short-term exchange at CSUSM visited MiraCosta. The International Office provided an overview of community colleges and the global competencies gained through study abroad. Professor Emiko Kiyochi hosted the group for a language exchange in her Japanese class.

MiraCosta will be offering two study abroad programs in summer 2023. During the month of February, the International Office helped nine MiraCosta students complete the national Gilman Scholarship application, geared to support students with financial need to study abroad. One MiraCosta student completed the application in fall 2022 and received a \$4,000 scholarship.

Noncredit Student Success and Support Program (NCSSSP) (Mitra De Souza)

This spring, the Noncredit Student Success and Support Program (NCSSSP) began offering in-person new student welcome events. Day and evening sessions were hosted at the start of the spring semester in January and again leading into the second eight-week spring term in March. In addition to advertising the events to current and past students, staff canvassed the community distributing fliers to local businesses and community centers. Overall, 58 people attended the sessions where they learned about our programs and resources, had campus tours, and met with faculty. Attendees also received one-on-one assistance with applying, setting up their SURF accounts, making counseling appointments, registering for classes, and completing English as a Second Language (NCESL) placement. The majority of the attendees were interested in NCESL classes, followed by the Adult High School Diploma Program. Over 90 percent of the students who attended are now registered for classes. Students were surveyed about their experience at the welcome events. On average, the survey results showed a score of 8.7 out of 10 in terms of how prepared students felt to start classes as a result of attending. Additionally, the results showed an average score was 10 out of 10 when asked how positive their experience was at the event.

Sessions were held simultaneously in both English and Spanish, with a majority of attendees selecting the Spanish sessions. We plan to offer New Student Welcome Events at the start of each term going forward. These events are possible with the support from department faculty, the Adult Education Office, Learning Commons staff, Student Accessibility Services, Academic Counseling, Career Services, CARE, UPRISE, and the student ambassadors.

Orientation and Student Support (Tina Helmstreit)

The new credit online orientation, Spartan Start Orientation, launched in July 2022. To date, 7800 credit students completed orientation and 80 percent identified this tool to be helpful or extremely helpful in preparing for their upcoming semester. Additionally, the department's onboarding campaign assisted in reaching an orientation completion rate of 79 percent for the current spring 2023 student cohort. Ongoing planning for priority registration campaigns, ACP Explore (formerly known as New Student Seminar), and Welcome Fest events are in development for the summer and fall.

School Relations/Diversity Outreach (Jonathan Gomez)

In January, six student ambassadors participated in the Collegiate Information and Visitor Services Association Student Development Institute. At the conference, they learned best

practices for hosting campus events, tours, and information sessions. In addition, ambassadors led a tour for 100 students from the Woodland Park Middle School Avid Program.

Since the beginning of the year, there has been increased demand for in-person events. Between January and March, Outreach has hosted a total of 30 group or individual tours and seven application and orientation workshops for local high schools. Additionally, ambassadors and outreach staff have participated in 30 campus and community events.

Service Learning and Volunteer Center (Bea Palmer)

The Service Learning and Volunteer Center is preparing for the 18th Annual STREAM Festival. This past fall the student advocates focused on serving five local communities in Oceanside: Balderrama (East Side), Crown Heights, Libby Lake Park, John Landes Community Resource Center, and the Oceanside Civic Library. The Advocates prepared hands-on STREAM activities to engage the local community. Additionally, the center promoted these opportunities as service learning and volunteer opportunities across campus. In preparation for serving the community, the student advocates received weekly training in culturally responsive approach to serving communities of color, intersectionality, and the Community Cultural Wealth (CCW) framework. The CCW framework helped students understand the asset-based approach to serving others and helped them identify their own cultural wealth and how these skills help first-generation college students navigate barriers in higher education and support their employability.

In spring 2022, there were 30 service-learning courses offered, and there are now 77 community partners that are actively engaging with MiraCosta students through course-connected and co-curricular service and civic engagement opportunities. This spring, there are already more than 30 different courses offering service learning, and as we prepare for STREAM, it is anticipated that this number will continue growing.

Community Engagement:

- Glassless Minds, Spoken Word: a letters and social justice collaboration event that is partnered with community speakers and artist, and a writing workshop.
- Cesar Chavez Day of Service: a day of service that raises awareness on the history of human rights of farm workers and those who advocated for their rights.
- Bonsall West STREAM Festival: a day of STREAM Learning, served close to 500 students and school volunteers. MiraCosta hosted six different STEM booths and promoted the April 29, STREAM Festival
- Alternative Spring Break, a Day of Culture and Knowledge: 30 students registered to attend. The day consisted of a trip to San Diego to visit and learn about cultural awareness of the African and Latina diaspora and the history of the World Beat Center and Centro Cultural de la Raza. Students also learned about Urban League of San Diego, their resources, and how service and civic engagement supports academic and career paths.
- Dr. King Day of Service: A collaboration with NSDC NAACP and eight different community partners.

Student Advocates helped coordinate the in person and a virtual Service Learning and Volunteer Fair; the fair was well-attended both in person and virtually. The in-person fair was a collaboration with Student Life and Leadership, Academic and Career Pathways, and 32 local community organizations that shared their service opportunities and community resources.

This year's STREAM Festival is scheduled for Saturday, April 29, 11 a.m. - 2 p.m.

Student Accessibility Services (SAS) (formerly DSPS) (Jeff Higginbotham)

The Student Accessibility Services (SAS) department offered a Canvas-based, interactive *Ability Ally Training* to employees this spring semester, concluding with a student panel.

SAS served a total of 775 credit and noncredit students during the fall 2022 semester compared to 657 students during the fall 2021 semester. Services continue to be offered in person at each of the college campuses, by phone, and Zoom.

The CCC Accessibility Center invited MiraCosta College to present “*Why Accessibility Matters*” as a featured college at the winter workshop. SAS Counselor Michelle Farnam, SAS Faculty Director Jeff Higginbotham, Access Specialist Aaron Holmes, and Faculty Director of Online Education Jim Julius presented about SAS’s Ability Ally Training, MiraCosta College’s procurement process involving accessibility, the intentionality of accessibility within the functions MiraCosta College’s Chief Inclusion, Diversity, Equity, and Accessibility Officer, incorporation of accessibility with the college’s Technology Plan, faculty bargaining agreement and application of language involving accessibility within AP 4105: Distance Education.

SAS worked in collaboration with the Career Center to host a Welcome Event on February 15, inviting students with disabilities to meet Career Center staff and to learn about the excellent services offered by the program.

April is Autism Awareness Month. Activities are being planned in collaboration with the Social Justice and Equity Center and a workgroup of college employees across various departments. The 2019 documentary file, “*Autism Goes to College*” will be featured along with discussion following.

Student Life and Leadership (Terrence Shaw)

In spring 2023, there are 39 recognized student clubs and organizations with a total of 969 students involved. Eleven new clubs have been created this year, and more than 30 clubs participated in Club Rush this semester. At the start of this semester, Student Life and Leadership (SLL) held their second Student Leadership Conference, which was attended by more than 30 student leaders.

The Associated Student Government (ASG) held a spring retreat and participated in a high ropes challenge course at UCSD at the start of the semester. The legislative affairs workgroup will also be attending the SSCCC General Assembly in Long Beach this semester, which is the first time since before the pandemic. The ASG Public Relations Workgroup has partnered with the Inter Club Council and other student clubs to host Community Nights on Fridays, which are social engagement opportunities for students to come together and build community. Community Nights often have themes and programmatic components such as movie nights, ping pong tournaments, a silent disco, etc. There has been a total of 337 ASG and student club-sponsored events so far in 2022/23, which has led to a significant increase in student engagement.

Commencement 2023 planning is underway. Commencement will be held on Friday, May 26, 2023, on the Athletic Track and Field on the Oceanside Campus. There will be culturally inclusive pre-commencement entertainment including a Mariachi band. It is expected that as many as 500 students will participate in the ceremony this year.

Student Services, San Elijo (Jared Rodrigues)

We have seen an increase in student engagement at the San Elijo Campus, as evidenced by multiple factors. One, the San Elijo Food Pantry has seen a significant increase in usage with over 100 students using the Food Pantry within a couple of days. Two, there are now three active student clubs/organizations that primarily meet at San Elijo. Three, there has been increased attendance and engagement for events like Valentine's Day Self Love and the Women Leader Roundtable.

In addition, the Cardiff Farmer's Market at San Elijo has been a success! Student Affairs has partnered with Outreach in staffing and developing strategies for the MiraCosta table at that event each Saturday. This has been a valuable opportunity to connect and get feedback from members of our community, and primarily to share information about our great course and co-curricular offerings.

In advance of the new eight-week cohort programs for business and communication launching in the fall, Student Services is working closely with faculty in those programs to vision the co-curricular learning opportunities that will complement instructional coursework.

Testing and Academic Proctoring Center (APC) (Sinclair Tirona)

The Testing and Academic Proctoring Center (APC) has continued to serve and support our students and faculty with in-person and remote services. We have seen a significant uptick in students and exams, especially for in-person proctoring services.

Below is a brief summary of our service numbers for the fall 2022 semester:

- Total proctored exam appointments for fall 2022: 702 appointments.
- Student Accessibility Services (SAS) students with exam accommodations (virtual and in person): 182 proctored exams for fall 2022 SAS students.

For placement and assessment services and support, the staff continues to provide information and placements to students virtually and in person through a variety of means, including multiple measures, high school transcript evaluation, and our guided self-placement tools in English, math, and ESL.

Preliminary data for the spring 2023 semester shows continued growth in service utilization.

Transfer Center (Lise Flocken)

Total Student Contacts 6/22 – 3/23:	8,866 (all modalities)
Total CSEPs Completed 6/22 – 3/23:	1,139
Total Students Serviced 6/22 – 3/23:	5,017

UC Transfer Admission Guarantees (TAGs) are alive and well. Even though TAGs have become more complicated (restrictive), MiraCosta students submitted TAGs to all participating six UC schools with 179 TAGs submitted.

In a new collaboration with our community partners at the high school level, the Transfer Center is providing in-service, round table discussions for high school counselors; sending monthly emails to counselors and all high school instructors about the strong transfer options available at MiraCosta; providing in person and Zoom presentations for students, parents, and high school staff; providing in person presentations for high school youth groups (outside of

high school settings); and creating material to show the transfer data for students who attend MiraCosta. Below is UC data to show how strong MiraCosta is:

UC Berkeley <ul style="list-style-type: none"> • Freshman Admission 11.4% • Transfer Admission 27% • MiraCosta College Transfer Admission 31% 	UC Riverside <ul style="list-style-type: none"> • Freshman Admission 68.1% • Transfer Admission 61% • MiraCosta College Transfer Admission 68.3%
UC Davis <ul style="list-style-type: none"> • Freshman Admission 37.5% • Transfer Admission 59% • MiraCosta College Transfer Admission 63.5% 	UC San Diego <ul style="list-style-type: none"> • Freshman Admission 23.7% • Transfer Admission 58% • MiraCosta College Transfer Admission 72.2%
UC Irvine <ul style="list-style-type: none"> • Freshman Admission 21% • Transfer Admission 41% • MiraCosta College Transfer Admission 46.9% 	UC Santa Barbara <ul style="list-style-type: none"> • Freshman Admission 25.9% • Transfer Admission 58% • MiraCosta College Transfer Admission 68.7%
UC Los Angeles <ul style="list-style-type: none"> • Freshman Admission 8.6% • Transfer Admission 23% • MiraCosta College Transfer Admission 30% 	UC Santa Cruz <ul style="list-style-type: none"> • Freshman Admission 47.1% • Transfer Admission 61% • MiraCosta College Transfer Admission 75%

Veterans (Liz Draper)

Veterans Services has been making a targeted effort to bring student engagement back to T-100 during the spring semester. The return of the bi-monthly Chat-N-Chow Workshops has helped with this effort. Attendance at these events has almost tripled from when these began again in early February. In addition, the Vets Club has officially started up again and has hosted their first meeting. They have begun making plans for volunteer events and ways to build camaraderie with their fellow military-affiliated students.

Veterans Services has assisted 20 military-affiliated students with emergency grant funding so far in the spring 2023 semester, totaling \$20,000 in aid.