



**MIRACOSTA COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**One Barnard Drive, Oceanside, CA**

**MINUTES OF REGULAR MEETING**

**OCTOBER 19, 2023**  
*(Approved November 16, 2023)*

**I. CALL TO ORDER**

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, October 19, 2023, in Room 1100 at the San Elijo Campus. President Frank Merchat called the meeting to order at 4 p.m.

**II. FLAG SALUTE / ROLL CALL**

Board members present:

Rick Cassar	Frank Merchat
Raye Clendening	Anna Pedroza
William Fischer	Jackie Simon
George McNeil	Kenneth Pilco (Student Trustee) <i>arrived at 4:15pm</i>

Administrators present:

Superintendent/President Sunny Cooke  
Assistant Superintendent/Vice President Tim Flood  
Assistant Superintendent/Vice President Charlie Ng  
Assistant Superintendent/Vice President Denée Pescarmona  
Assistant Superintendent/Vice President Alketa Wojcik

**III. APPROVE MEETING MINUTES**

**A. Workshop of September 7, 2023**

By motion of Trustee Clendening, seconded by Trustee Simon, the board approved the minutes of the Workshop of September 7, 2023.

Vote: 4/0/1  
Aye: Clendening, McNeil, Merchat, Simon  
Abstentions: Cassar, Pedroza  
Absent: Fischer

**B. Special Meeting/Closed Session of September 14, 2023**

By motion of Trustee Simon, seconded by Trustee Clendening, the board approved the minutes of the special meeting/closed session of September 14, 2023.

Vote: 6/0/0  
Aye: Cassar, Clendening, McNeil, Merchat, Pedroza, Simon  
Abstentions: None  
Absent: Fischer

### **C. Regular Meeting of September 14, 2023**

By motion of Trustee Simon, seconded by Trustee Pedroza, the board approved the minutes of the regular meeting of September 14, 2023.

Vote: 6/0/0

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

Abstentions: None

Absent: Fischer

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

None.

### **V. CHANGES IN AGENDA ORDER**

None.

### **VI. PRESENTATIONS**

#### **A. Technology Plan Update**

Associate Vice President, Chief Information Systems Officer Dr. Anthony Maciel, Manager Library Operations Michelle Ohnstad, Interim Director Technology Support Services Shanon Macintyre, and Interim Director Enterprise Application Services Mark Stramaglia provided a progress update on the Technology Plan.

Maciel acknowledged the many contributors to the Technology Plan, including the Tech Futures Team and the Technology Advisory Committees. He provided a timeline of the technology plan and its progress since approval. He presented the top five Futures signals that were selected by the contributors. He reviewed possible equity impacts, both positive and negative, to the top five Futures signals and how they could possibly apply to students. He mentioned the strategies/initiatives outlined in the presentation is only a snapshot of all the great work being conducted districtwide by many wonderful colleagues in all departments.

Michelle Ohnstad reviewed a few of the goals and strategies/initiatives of the Technology Plan, including the laptop loan and hotspot loan programs, which have been in high demand by credit students, especially by those who are economically disadvantaged (credit students who apply for financial aid). These programs have been effective in meeting students where they are with a 24/7 pick-up and drop-off option via smart lockers at the Oceanside Campus. Similar lockers will also soon be installed at the San Elijo Campus.

Shanon Mcintyre provided an update on a few of the technology plan's strategies/initiatives with an overview of new technology, smart lecterns, and faculty and staff hardware that have been implemented. In 2022, many projectors were replaced, and ergonomic, ADA complaint classroom lecterns were installed, with many more being planned for installation. To date, 25 HyFlex classrooms have been configured, which again meets students where they are by allowing them to attend class either in person or online. Additionally, students have access to free software and open in-person and online computer labs. Studies have been conducted on wireless coverage and a plan has been created. Next steps are to conduct an RFP with an ultimate goal to have reliable wireless connectivity in all learning spaces, both indoor and outdoor.

Mark Stramaglia provided an overview of TargetX, the customer relationship management platform, which is utilized to provide intentional outreach in support of Guided Pathways. TargetX connects to SURF, SARS, and the college's social media

platforms and allows us to track the students' journeys throughout their academic career. SuperGlue is a technology that is being deployed to assist in identifying fraudulent applications in real time.

## **VII. CONSENT ITEMS**

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions**
- B. Ratify Memorandum of Understanding 23-07 between the MiraCosta Community College District and the Faculty Assembly**
- C. Approve Release Time for Classified Staff Recognition**
- D. Approve 2024/25 Academic Calendar**
- E. Approve Purchase for AV/IT Equipment for OCN Reno Building 1200 Library**
- F. Approve Purchase of Furniture, Fixtures & Equipment for OCN Health & Wellness Hub (Allied Health & Gym KHAN)**
- G. Ratify and Approve Contracts and Purchase Orders**

By motion of Trustee Clendening, seconded by Trustee Pedroza, consent items A-G were approved.

Vote: 6/0/0

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

Abstentions: None

Absent: Fischer

## **VIII. ACTION ITEMS**

### **A. Approve Health-and-Welfare Benefits Program for the 2024 Benefit Year**

By motion of Trustee McNeil, seconded by Trustee Cassar, the board approved the Health-and-Welfare Benefits Program for the 2024 benefit year.

Vote: 6/0/0

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

Abstentions: None

Absent: Fischer

### **B. Approve ICBOC By-Law Update**

By motion of Trustee McNeil, seconded by Trustee Clendening, the board adopted Resolution No. 5-23/24 and approved the update to the ICBOC by-law as presented.

Vote: 6/0/0

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

Abstentions: None

Absent: Fischer

## **IX. INFORMATION**

### **A. MiraCosta Community College District Irrevocable Trust Investment Board Report**

The MiraCosta Community College District Irrevocable Trust Investment Board Report was provided for information.

## **X. PERIODIC REVIEW – BOARD POLICIES (Action Required)**

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

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

Vote: 6/0/0

Aye: Cassar, Clendening, McNeil, Merchat, Pedroza, Simon  
Abstentions: None  
Absent: Fischer

## **XI. SECOND READ – BOARD POLICIES (Action Required)**

### **A. Board Policy 4040 – Library and Other Instructional Support Services**

By motion of Trustee Simon, seconded by Trustee Pedroza, the board adopted Board Policies 4040.

Vote: 5/0/1  
Aye: Cassar, Clendening, McNeil, Merchat, Pedroza, Simon  
Abstentions: McNeil  
Absent: Fischer

### **B. Board Policy 4220 – Standards of Scholarship**

### **C. Board Policy 4235 – Credit for Prior Learning**

### **D. Board Policy 4250 – Probation, Dismissal, Readmission, and Disqualification**

By motion of Trustee McNeil, seconded by Trustee Clendening, the board adopted Board Policies 4220, 4235, and 4250.

Vote: 6/0/0  
Aye: Cassar, Clendening, McNeil, Merchat, Pedroza, Simon  
Abstentions: None  
Absent: Fischer

## **XII. FIRST READ – BOARD POLICIES**

### **A. Board Policy 2200 – Board Duties and Responsibilities**

### **B. Board Policy 6400 – Financial Audits**

Board Policies 2200 and 6400 were reviewed and discussed, and the policies will be placed on a future agenda for adoption.

## **XIII. COLLEGE-RELATED REPORTS**

### **A. Trustees Activities**

Trustees Clendening, Cassar, and Merchat attended the at the CSUSM Report to the Community and the Hispanic Networking breakfast at the San Elijo Campus. Trustee Clendening also attended the Community Hero's breakfast at the Seabird Lodge, and a North Counth NAACP event, where Bea Palmer was recognized, and Trustee Clendening received a Charles Allen Lifetime Achievement Award. Additionally, Trustee Clendening attended the Boys and Girls Club Gala at the Seabird Lodge, a renaming event at the Vista Community Clinic, and a screening of documentary "Wade in the Water" at the Oceanside Surf Museum.

Trustee Simon attended the Community Showcase at the TCI on October 6, and she noted how it has grown over the years.

Trustee Cassar attended a SDICCCA meeting on September 11 and the exit report by the ACCJC team on September 18.

Trustee McNeil attended the MiraCosta Theatre production of "Moon Over Buffalo," the PTK Induction Ceremony, and the College Major Fair on the Oceanside Campus. He attended and provided a recap of the women's volleyball game last night against Palomar, where MiraCosta won three out of four games. He especially appreciated the

fact that many other MiraCosta athletic teams also attended the match in support of our women's volleyball team.

Trustee Merchat attended the ACCT Congress Conference in Las Vegas, where he and Superintendent President Cooke served on a panel. Additionally, he continues to attend and support the Farmer's Market at the San Elijo Campus. Trustee Merchat encouraged folks to attend the Facility Forum listening tours at the San Elijo Campus on November 15, at the Community Learning Center on November 17, and at the Carlsbad Dove Library on November 21.

## **B. Students**

Student Trustee Kenneth Pilco reported about his trip to Washington, D.C., where he attended a Foreign Policy Recommendation Conference, an opportunity that he was grateful to have had. The trip was Incredibly eye-opening and helped with both his professional and academic development.

Pilco reported that most ASG leadership positions are filled, with just a few still to fill at the CLC. The ICC is working on guidelines for respecting usage of the Club Room.

Legislative affairs is active in the region for student trustees, and student engagement at the college is high.

## **C. Classified Employees**

Immediate Past Classified Senate (CS) President Carl Banks thanked Hayley Schwartzkopf and Charlie Ng for addressing the changes recommended by the Fringe Benefits Committee, and he thanked the CS for their support of the Fringe Benefit Committee's work.

Banks thanked the board for approving the release time for attending the year-end gathering. CS is working with the professional development steering committee and the workplace violence prevention plan.

## **D. Faculty**

Academic Senate (AS) President Leila Safaralian noted that October is both Pilipinx and LGBTQ month. She highlighted a number of activities and events that are planned for the upcoming weeks.

AS is focusing on designated themes for each month as stated below:

September – Dual Enrollment  
October – collaboration with all counselors  
November – Guided Pathways  
December – Enrollment  
January – Student Life and Leadership  
February – Closing Equity Gaps  
March – Grants received by MiraCosta  
April – C3 Teaching and Learning  
May – Noncredit

All themed discussions/presentations will be guided by three lenses (classroom practice, program completion, relevant communities).

Planning has begun for the Cultivating Human Connections, scheduled for January 18 from 9-11am, with a "season of change" theme.

## **E. Assistant Superintendents/Vice Presidents**

### **1. Instructional Services**

Assistant Superintendent/Vice President Pescarmona thanked Tim Flood and all other folks who actively participated in resolving the power outage at the Oceanside Campus and helped with students, faculty, and staff with direction.

Pescarmona noted that our classes are 90 percent full, and we continue to combat fraudulent enrollments. Demand for in-person classes is starting to trend upwards. Students want flexibility to attend in-person classes as well as virtually. She also provided an overview of the zero cost textbook degrees and certificate programs, including a new AI degree, that are being developed.

### **2. Student Services**

Assistant Superintendent/Vice President Wojcik reported registration for the spring semester starts on November 9. She thanked Admissions and Records and the business analysts for shortening (even more than for last fall) the enrollment period. This adjustment should positively impact our enrollment.

A Student Services Division retreat was held where they focused on goals for the next two years and how to connect departments even more, especially in light of the upcoming logistical changes that will come as a result of the move to new Student Services Building once it's completed.

### **3. Administrative Services**

Assistant Superintendent/Vice President Flood thanked the Facilities team for their work during the power outage that occurred on the Oceanside Campus earlier today, and he thanked faculty and staff who helped us get through the outage. Emergency operations training takes place on November 2 and again in the spring.

The Board of Governors notified MiraCosta that it is receiving an innovation award for our sustainability efforts within the curriculum and on campus, and for our solar projects on our campuses and our partnership with SDGE with our EV charging stations.

The bond sale went well, and funds are now deposited into our account. The district had determined that \$50M was needed to support the projects identified by the college as a priority (Science Lab Building 4500, photovoltaic system, and signage and wayfinding for the Oceanside Campus). We were able to garner more than \$1M in premiums due to our great credit rating and reputation, and investor demand was high, so we only needed to sell \$49.42M of bonds to raise the \$50M needed for the projects and to cover the bond issuance and underwriters costs. Total interest cost will be approximately 4.5 percent and will cost the district \$3,030,000 annually over the next 30 years.

### **4. Human Resources**

Assistant Superintendent/Vice President Ng submitted a written report.

## **F. Superintendent/President**

Superintendent/President Cooke thanked College Police and Facilities staff for their work during the power outage.

Cooke reported she traveled to central New Mexico for a college visit that focused on non-credit and not-for-credit programs, and she will be at Pima college in Arizona next week.

Cooke reported that AB 91 passed, which means that students who live within 45 miles from the border can attend SDICCA colleges with in-state tuition versus out-of-state rates.

#### **XIV. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS**

None.

#### **XV. ADJOURNMENT**

The meeting adjourned at 5:50 p.m.

#### **MINUTES APPROVAL:**



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Frank Merchat  
President



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