



## MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

ORGANIZATIONAL MEETING  
4 P.M. – THURSDAY – DECEMBER 15, 2022  
BOARDROOM – OCEANSIDE CAMPUS  
1 BARNARD DRIVE – OCEANSIDE, CA

### AGENDA

- I. CALL TO ORDER
- II. FLAG SALUTE / ROLL CALL
- III. BOARD ORGANIZATIONAL ACTION
  - A. Administer Oath of Office to Board Members
  - B. Election of Officers
    - 1. President
    - 2. Vice President
    - 3. Board Secretary and Assistant Board Secretary
  - C. Fix Dates, Times, and Locations of 2023 Board Meetings
- IV. APPROVE MEETING MINUTES
  - A. Workshop of November 3, 2022
  - B. Special Meeting of November 16, 2022
  - C. Special Meeting/Closed Session of November 17, 2022
  - D. Regular Meeting of November 17, 2022
- V. 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. boComments 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.

**VI. CHANGES IN AGENDA ORDER**

**VII. PRESENTATIONS**

- A. Foundation Update
- B. Facilities Update

**VIII. CONSENT ITEMS**

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions
- B. Approve Classification of New Positions and Job Descriptions (Clinical Case Manager and Assistant Business Systems Analyst)
- C. Ratify Memorandum of Understanding 22-05 with the Faculty Assembly
- D. Ratify Memorandum of Understanding 22-06 with the Faculty Assembly
- E. Approve Reorganization of Student Equity
- F. Approve Sabbatical Leave Recommendations for FY 2023/24
- G. Approve Updated Course Agreement with Carlsbad Unified School District for the Spring 2023 Dual Enrollment Program
- H. Spring 2023 Program Components for the Oceanside Unified School District CCAP Dual Enrollment Program
- I. Approve Updated Course Agreement with San Dieguito Union High School District for the Spring 2023 Dual Enrollment Program
- J. Ratify Approval of Guaranteed Maximum Price (GMP) and Execution of Change Order to the Design Build Contract for Oceanside Reno Building 1200 Library Project Memorializing Same
- K. Approve San Elijo's Farmers Market Agreement
- L. Approve American Institute for Foreign Study (AIFS) Faculty-Led Study Abroad to Florence, Italy – Summer 2023
- M. Approve Career America, LLC (dba Ocelot) Chatbot Software Contract
- N. Approve SocialTech.ai LLC Agreement
- O. Approve Dovetail Arts Media Project Agreement Amendment
- P. Approve WRD Consulting Services, LLC, for Grant Management Consulting Services Contract
- Q. Ratify and Approve Contracts and Purchase Orders

**IX. ACTION ITEMS**

- A. Public Hearing: 4:00 p.m. – Grant of Easement to SDG&E for Installation of Electric Vehicle Charging Facilities on Oceanside Campus
- B. Adopt Resolution No. 6-22/23: Grant Easements to SDG&E for Electrical Facilities and Infrastructure
- C. Adopt Resolution No. 7-22/23 to Withdraw Membership in Schools Excess Liability Fund Effective July 1, 2023

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

- A. Board Policy 7270 – Student Workers
- B. Board Policy 7280 – Employee Recognition

**XI. SECOND READING – BOARD POLICIES (Action Required)**

- A. Board Policy 5040 – Student Records, Directory Information, and Privacy

**XII. INFORMATION**

- A. Spring, Summer, and Fall 2021 Credit Graduate List

**XIII. COLLEGE-RELATED REPORTS**


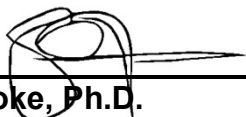
- A. Trustees Activities
- B. Students
- C. Classified Employees
- D. Faculty
- E. Vice Presidents
  - 1. Instructional Services
  - 2. Student Services
  - 3. Administrative Services
  - 4. Human Resources
- F. Office of the President
- G. Superintendent/President

**XIV. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS**

**XV. ADJOURNMENT**

**UPCOMING MEETING**  
**4 p.m. – January 26, 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](mailto:jbollerud@miracosta.edu).

<b>Subject:</b>  <b>Administer Oath of Office to Board Members</b>	<b>Attachment:</b>  <b>None</b>
<b>Category:</b>  <b>Board Organizational Action</b>	<b>Type of Board Consideration:</b>  <b>Information                  Consent                  Action</b>
	<b>Approved for Consideration:</b>  <hr/> <b>Sunita V. Cooke, Ph.D.</b> <b>Superintendent/President</b>

**BACKGROUND**


Pursuant to Government Code §1360 and Education Code §60, before any officer enters upon the duties of office, the officer shall take and subscribe the oath or affirmation set forth in Section 3 of Article 20 of the Constitution of California.

**STATUS**

This year, four members of the board of trustees will be administered the oath of office: Rick Cassar, Raye Clendening, William Fischer, and Anna Pedroza.

**RECOMMENDATION**

Administer the oath of office to board members.

<b>Subject:</b>  <b>Election of Officers (President, Vice President, Board Secretary, Assistant Board Secretary)</b>	<b>Attachment:</b>  <b>None</b>
<b>Category:</b>  <b>Board Organizational Action</b>	<b>Type of Board Consideration:</b>  <b>Information                  Consent                  <input checked="" type="checkbox"/> Action</b>
	<b>Approved for Consideration:</b>   <hr/> <b>Sunita V. Cooke, Ph.D. Superintendent/President</b>

**BACKGROUND**

Education Code §72000(c)(2) provides that the governing board of a community college district shall organize by electing a president, from its members, and a secretary.

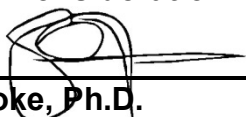
**STATUS**

In addition to the legally required president position, the MiraCosta Community College District Board of Trustees traditionally elects a vice president.

The board traditionally elects the superintendent/president to serve as board secretary and the executive assistant to the superintendent/president as assistant board secretary.

**RECOMMENDATION**

Elect a president and vice president to serve from December 15, 2022, until the 2023 organizational meeting; elect Superintendent/President Sunita V. Cooke as board secretary and Executive Assistant to the Superintendent/President Julie Bollerud as assistant board secretary, to serve until the 2023 organizational meeting.

<b>Subject:</b>  Fix Dates, Times, and Location of 2023 Board Meetings	<b>Attachment:</b>  Proposed 2023 Meeting Schedule
<b>Category:</b>  Board Organizational Action	<b>Type of Board Consideration:</b>  Information                  Consent <input checked="" type="checkbox"/> Action
	<b>Approved for Consideration:</b>   _____ Sunita V. Cooke, Ph.D. Superintendent/President

**BACKGROUND**

Education Code §72000(c)(4) requires that the governing board of a community college district shall fix the time and place for regular governing board meetings.

**STATUS**

A schedule of meetings for 2023 is presented for review and final approval.

**RECOMMENDATION**

Fix the date, time, and place for the 2023 board meetings, as proposed.



## BOARD OF TRUSTEES

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**DRAFT**

### 2023 Meeting Schedule

Date		Board Meeting	Location
Thu. Jan. 26	4 p.m.	Business Meeting	Oceanside Campus
Thu., Feb. 23	4 p.m.	Board Workshop and Business Meeting	Oceanside Campus
Thu., Mar. 16	4 p.m.	Board Workshop and Business Meeting	San Elijo Campus
Thu., Apr. 20	4 p.m.	Business Meeting	Community Learning Center
Thu., May 11	4 p.m.	Workshop	Oceanside Campus
Thu., May 18	4 p.m.	Business Meeting	Oceanside Campus
Thu., Jun. 15	4 p.m.	Retreat/Budget Workshop	Oceanside Campus
Thu., Jun. 22	4 p.m.	Business Meeting	Oceanside Campus
Thu., Jul. 20	4 p.m.	Business Meeting	Oceanside Campus
Thu., Aug. 17	4 p.m.	Business Meeting	Oceanside Campus
Thu., Sept. 7	4 p.m.	Board Workshop	Oceanside Campus
Thu., Sept 14	4 p.m.	Business Meeting	Oceanside Campus
Thu., Oct. 19	4 p.m.	Business Meeting	San Elijo Campus
Thu., Nov. 9	4 p.m.	Workshop	Community Learning Center
Thu., Nov. 16	4 p.m.	Business Meeting	Oceanside Campus
TBD Dec. 14	4 p.m.	Organizational Meeting	Oceanside Campus



## MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

### WORKSHOP MINUTES One Barnard Drive, Oceanside, CA

MINUTES OF REGULAR MEETING / WORKSHOP

November 3, 2022  
(DRAFT)

#### I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in a special meeting/workshop on Thursday, November 3, 2022, in Aztlan A/B on the Oceanside Campus. President Anna Pedroza 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	Jacqueline Simon (arrived at 2:45 p.m.)
George McNeil	

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. PUBLIC COMMENT ON ITEMS ON AND NOT ON THE AGENDA

None.

#### IV. CHANGES IN AGENDA ORDER

None.

#### V. WORKSHOP

##### A. Guided Pathways Implementation Update

Instructional Dean Zhenya Lindstrom provided an update on the implementation of the Guided Pathways framework at MiraCosta College. Guided Pathways (GP) is a framework; education plans are road maps. Completion of an education plan in the first year is an indicator of student success, so this is an important data point to measure, and the college is working to increase the number of education plans completed.

A staffing plan was provided to effectively build out the Academic Career Pathway (ACP) success teams. The staffing and support are critical for our students, however, these positions are not on the “right” side of the fifty percent law, since they are not



instructional positions. An overview of this long-term ACP work was provided, including embedding their work and building genuine connections with students.

TargetX/Salesforce was selected as the CRM to provide a technology platform and a business process framework for coordinated and intentional outreach and support for students during their onboarding, pathway participation, applied learning, and more.

Lindstrom reviewed some of the challenges of this work: lack of physical on-ground spaces and permanent staffing, the need for transformative change in our structures, embedded ACPs and more visibility, rather than just on the website, and broad engagement among fulltime faculty and staff in this work.

Dr. Wendy Stewart provided a deeper review of the CSEP (comprehensive student education plans) progress. As a result of Covid, she noted that counselors shifted from education planning to providing needs-based counseling. They are exploring the ability to mandate that students receive an education plan and looking for other ways to connect with students, outside of the counseling office.

GP goals/priorities were reviewed, which include improving academic maps to build better connections, completion-based scheduling, increasing the number of CSEPs, and engaging our instructional faculty in a meaningful way.

The support of the board has enabled this transformational GP and ACP work to move forward.

#### **B. Accreditation ISER First Read**

Research, Planning, and Institutional Effectiveness Dean Chris Tarman provided an update on the self-evaluation report and review of the four standards. Specifically, Tarman focused on Standard IV relating to Leadership and Governance, and organized the standards with the following themes: accountability and institutional effectiveness, bylaws and policies, monitoring student success, selecting and evaluating the CEO, and board evaluation and development. In addition, Tarman provided an update on the college's progress in assessing course student learning outcomes and entering the results in the student learning outcomes software, which was an area identified as needing improvement.

Tarman shared the timeline for the self-evaluation process with the formative evaluation by the ACCJC peer review team occurring in March 2023. For standards that are not resolved during the formative evaluation, a smaller subset of the review team will visit the college during the week of September 18-22, 2023, to conduct the summative evaluation. A public forum is expected during the fall 2023 visit, and the board was encouraged to be available during the week.

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

### **VII. ADJOURNMENT**

The board workshop adjourned at 5:25 p.m.



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

**MINUTES OF SPECIAL MEETING**

**NOVEMBER 16, 2022  
(DRAFT)**

**I. CALL TO ORDER**

The Board of Trustees of the MiraCosta Community College District met in a special meeting during breakout sessions of the Vision for Success Board Fellowship on Wednesday, November 16, 2022 in the Boardroom on the Oceanside Campus. President Anna Pedroza called the meeting to order at 1:05 p.m.

**II. FLAG SALUTE / ROLL CALL**

Board members present:

Rick Cassar	Frank Merchat
Ray Clendening	Anna Pedroza
George McNeil	Jacqueline Simon

Board members absent:

Bill Fischer

Administrator present:

Superintendent/President Sunny Cooke

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

None.

**IV. VISION FOR SUCCESS BOARD FELLOWSHIP BREAKOUT SESSION**

The board of trustees attended breakout sessions, where they brainstormed ways in which to more effectively support Guided Pathways reform.

**V. ADJOURNMENT**

The special meeting adjourned at 4:25 p.m.

**MINUTES APPROVAL:**

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Anna Pedroza  
Board Vice President

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



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

**MINUTES OF SPECIAL MEETING/CLOSED SESSION**

**November 17, 2022  
(DRAFT)**

**I. CALL TO ORDER**

The Board of Trustees of the MiraCosta Community College District met in closed session on Thursday, November 17, 2022, in Conference Room T-270 on the Oceanside Campus. President Anna Pedroza called the meeting to order at 2:16 p.m.

**II. FLAG SALUTE / ROLL CALL**

Board members present:

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

Administrators present:

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

Others present:

Legal Counsel Pilar Morin (via video conference)

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

MiraCosta Instructor David McField expressed to the board his concerns.

**IV. DECLARE NEED FOR CLOSED SESSION**

At 2:16 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: Faculty Assembly, Classified Administrators,  
Classified Senate, Associate Faculty

- B. Conference with Legal Counsel**  
(Pursuant to Government Code section 54956.9(d)(2))  
Anticipated Litigation, Number of Potential Cases: 4
- JPA 20-05413
  - JPA 23-05816
  - JPA 21-05582
  - JPA 22-05641

- C. Employee Discipline/Dismissal/Release, Number of Potential Cases: 1**  
(Pursuant to Government Code section 54957)

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

At 4 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: Faculty Assembly, Classified Administrators,  
Classified Senate, Associate Faculty

No action taken.

- B. Conference with Legal Counsel**  
(Pursuant to Government Code section 54956.9(d)(2))  
Anticipated Litigation, Number of Potential Cases: 4
- JPA 20-05413
  - JPA 23-05816
  - JPA 21-05582
  - JPA 22-05641

No action taken.

- C. Employee Discipline/Dismissal/Release, Number of Potential Cases: 1**  
(Pursuant to Government Code section 54957)

No report.

**VI. ADJOURNMENT**

The meeting adjourned at 3:36 p.m.

**MINUTES APPROVAL:**

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Anna Pedroza  
President

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



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

**MINUTES OF REGULAR MEETING**

**NOVEMBER 17, 2022  
(DRAFT)**

**I. CALL TO ORDER**

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, November 17, 2022, in-person in the Boardroom, Room OCT 200, at the Oceanside Campus. President Anna Pedroza 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	Jacqueline Simon
George McNeil	Inayah Abdulmateen (Student Trustee)

Administrators present:

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

**III. APPROVE MEETING MINUTES**

**A. Special Meeting/Closed Session of October 20, 2022**

By motion of Trustee McNeil, seconded by Trustee Cassar, the board approved the special meeting minutes of October 20, 2022.

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

**B. Regular Meeting of October 20, 2022**

By motion of Trustee McNeil, seconded by Trustee Simon, the board approved the special meeting/closed session minutes of October 20, 2022.

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

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

None.

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

None.

#### **VI. PRESENTATIONS**

##### **A. Student Success and Equity Metrics Report**

Dean of Research, Planning, and Institutional Effectiveness Chris Tarman noted that student success and equity metrics are shared and discussed with the board twice per year. The Guided Pathways leading and lagging metrics are designed to capture the progression of first-time-in-college students through their educational journeys. Attaining unit completion metrics along the way (e.g., 12+ units in the first term or 24+ units after the first year) is a reliable indicator that students will complete their degrees, certificates, or transfer to four-year universities successfully. Another strong indicator of education goal completion is the students' completion of transfer-level English and math courses early in their journeys. Ultimately, when students start off well, they tend to persist and complete their education goals.

The data consistently reveal that the most recent fall 2021 first-time-in-college student cohorts have shown lower levels of success on the various leading indicators. It has not been surprising that Covid has negatively impacted enrollment, persistence, and completion rates. It was noted that 18-24 year old students and black/African-American and Latinx males were especially hit hard (completing 12+ units, fall-spring and fall-fall persistence rates, and first term course success rates). While we are starting to see an overall upward trend in the early metrics for the fall 2022 first-time-in-college cohort, we will continue to monitor the outcomes of these cohorts of students.

Disproportionate impact can be seen across most metrics, particularly among black/African American and male Latinx students, although we have seen the closing of equity gaps for Latinx female students in the latest cohorts. Even if the data do not show statistically significant disproportionate impact on some of the metrics (e.g., completing matriculation in the first year), gaps are still identified and reviewed.

##### **B. Five-Year Technology Plan**

Associate Vice President/Chief Information Systems Officer Anthony Maciel introduced Cambridge West Consultant Debra Ludford, who helped with the development of the Technology Plan. He thanked the Technology Advisory Committee and the various governance groups who participated and provided input in the development of the plan. He highlighted the participation of students in the development of the plan. The plan follows the long-term planning framework, aligns technology strategies and initiatives to institutional goals, and is integrated with the other planning documents' initiatives. The plan will be reviewed every year to ensure continued alignment and to leverage new technological innovations. The top five Futures Technology Signals as identified by the Futures workgroup were also incorporated in the plan.

The plan development process, timeline, summary of feedback, and steps taken to complete the plan were reviewed, which included review and approval from the Technology Advisory Committee, as well as MiraCosta associated student government and all governance groups. The plan includes 61 strategies and initiatives, with a five-year timeframe.

## VII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions
- B. Approve Employment Contract for Interim Dean of Counseling and Student Support
- C. Approve Increase to Hourly Pay Rates Effective January 1, 2023, and Set Minimum Wage to \$15.50
- D. Approve Stipend for Head Coaches – Club Sports
- E. Ratify Execution of Personal Services Contract
- F. Approve Minimum Qualifications Comparable Degree Title Request
- G. Approve 2023/24 Academic Calendar
- H. Approve Curriculum for 2023-2024 Catalog, Part I
- I. Approve Purchase of Dell Laptops for Library
- J. Notice of Completion – Bid #MM-20-016 SAN B100 Library Renovation Project
- K. Ratify and Approve Contracts and Purchase Orders

By motion of Trustee McNeil, seconded by Trustee Merchat, consent items A-K were approved.

Vote: 7/0/0

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

Abstentions: None

Absent: None

## VIII. ACTION

### A. Approve Five-Year Technology Plan

By motion of Trustee Merchat, seconded by Trustee McNeil, the board approved the Five-Year Technology Plan.

Vote: 7/0/0

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

Abstentions: None

Absent: None

### B. Approve the MiraCosta College Institutional Self Evaluation Report in Support of Reaffirmation of Accreditation

By motion of Trustee McNeil, seconded by Trustee Fischer, the board approved the MiraCosta College Institutional Self Evaluation Report in Support of Reaffirmation of Accreditation.

Vote: 7/0/0

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

Abstentions: None

Absent: None

### C. Establish Date and Time of Annual Organizational Board Meeting

By motion of Trustee McNeil, seconded by Trustee Fischer, the board established the annual organizational meeting as December 15, 2022, at 4 p.m.

Vote: 7/0/0

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

Abstentions: None

Absent: None

### D. Approve 2022-2025 Student Equity Plan

By motion of Trustee McNeil, seconded by Trustee Clendening, the board approved the 2022-2025 Student Equity Plan.

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 4226 – Multiple and Overlapping Enrollments**

By motion of Trustee McNeil, seconded by Trustee Fischer, Board Policy 4226 was adopted.

Vote: 7/0/0

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

Abstentions: None

Absent: None

### **B. Board Policy 5120 – Transfer Center**

By motion of Trustee Fischer, seconded by Trustee Cassar, Board Policy 5120 was adopted.

Vote: 7/0/0

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

Abstentions: None

Absent: None

### **C. Board Policy 5200 – Student Health Services**

By motion of Trustee McNeil, seconded by Trustee Fischer, Board Policy 5200 was adopted.

Vote: 7/0/0

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

Abstentions: None

Absent: None

### **D. Board Policy 5420 – Associated Student Government**

By motion of Trustee McNeil, seconded by Trustee Fischer, Board Policy 5420 was adopted.

Vote: 7/0/0

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

Abstentions: None

Absent: None

### **E. Board Policy 5570 – Student Credit Card Solicitations**

By motion of Trustee McNeil, seconded by Trustee Fischer, Board Policy 5570 was adopted.

Vote: 7/0/0

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

Abstentions: None

Absent: None

### **F. Board Policy 5800 – Prevention of Identity Theft in Student Financial Transactions**



By motion of Trustee McNeil, seconded by Trustee Fischer, Board Policy 5800 was adopted.

Vote: 7/0/0

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

Abstentions: None

Absent: None

**X. SECOND READING – BOARD POLICIES (Action Required)**

**A. Board Policy 3400 – Inclusion, Diversity, Equity, Accessibility**

By motion of Trustee McNeil, seconded by Trustee Merchat, Board Policy 3400 was adopted.

Vote: 7/0/0

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

Abstentions: None

Absent: None

**B. Board Policy 3420 – Equal Employment Opportunity**

By motion of Trustee McNeil, seconded by Trustee Merchat, Board Policy 3420 was adopted.

Vote: 7/0/0

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

Abstentions: None

Absent: None

**C. Board Policy 3505 – Emergency Response Plan**

By motion of Trustee McNeil, seconded by Trustee Merchat, Board Policy 3505 was adopted.

Vote: 7/0/0

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

Abstentions: None

Absent: None

**D. Board Policy 7100 – Commitment to Diversity in Hiring**

By motion of Trustee McNeil, seconded by Trustee Merchat, Board Policy 7100 was adopted.

Vote: 7/0/0

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

Abstentions: None

Absent: None

## **XI. FIRST READING – BOARD POLICIES**

### **A. Board Policy 5040 – Student Records, Directory Information, and Privacy**

Proposed edits to Board Policy 5040 were reviewed and discussed, and the policy will be placed on a future agenda for adoption.

## **XII. INFORMATION**

### **A. Annual Financial and Budget Report – 311**

The Annual Financial and Budget Report was provided for information.

### **B. First Quarter Fiscal Report**

The First Quarter Fiscal Report was provided for information.

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

### **A. Trustees Activities**

Trustees Cassar, Clendening, Merchat, Pedroza, and Simon attended the first Community Leaders Breakfast since Covid. Trustees acknowledged and thanked the Foundation, PIO, student ambassadors, and featured student panelists. Former Vice President of Instruction Julie Hatoff was also in attendance and received the Philanthropist of the Year Award for her investment in tapestries events that bring together folks and voices from diverse backgrounds. Trustees Cassar, Clendening, Merchat, Pedroza, and Simon attended the “get out and vote” event on the Oceanside Campus on November 3 that included appearances by Congressman Mike Levin and President Joe Biden, and they and Trustee McNeil also attended a board fellowship meeting on November 16.

Trustee Clendening attended a Zoom meeting for Chaps College, who is exploring ways to engage community. She also attended the Black and Brown NERD conference on campus, the NPCP awards luncheon, a tour of the San Elijo Campus, and a Foundation meeting.

Trustee Cassar acknowledged the many things that MiraCosta is doing right and is looking for ways to do things even better, and he acknowledged Dr. Cooke and the leadership of the college for their tremendous leadership. He attended the Mexican-American Educational Guidance Association scholarship banquet, which started in the 50 years ago in the San Dieguito School District to provide scholarships to send students to college. Former recipients of the scholarship gave testimonials, which were very moving, and Superintendent/President Cooke, as well as former MiraCosta Superintendent/President Francisco Rodriguez were keynote speakers there.

Trustee Pedroza shared that her appreciation for President Biden’s quote: “Community college is America’s best kept secret.” She announced the San Dieguito drug free alliance, which will be held at the SEC tomorrow.

### **B. Students**

Student Trustee Inayah Abdulmateen thanked Alketa for helping the ASG Leaders be a part of the “get out and vote” event. ASG voted to approve the Accreditation Report and Technology Plan, supported civic engagement activities, co-sponsored a Native American Heritage event, and the PR workgroup is planning de-stress events for finals week.

### **C. Classified Employees**

Classified Senate (CS) President Carl Banks reported nominations are being accepted for fall 2022 outstanding classified professional. The year-end celebration takes place on December 9 at El Camino Country Club. Gift baskets are being accepted for the online auction that raises funds for student scholarships. Banks is excited to partner with the Academic Senate with a professional development event on January 19 day “cultivating human connections.”

### **D. Faculty**

Academic Senate (AS) President Leila Safaralian reported the cultivating human connections event is for all MiraCosta employee groups.

AS and CS have collaborated to start the first Native American student scholarship, which will be awarded in spring 2023. Last week, Safaralian attended the Academic Senate Fall Plenary, where many resolutions were reviewed and approved. The resolutions include an emphasis on student success, open educational resources, zero textbook costs, Guided Pathways, and support for minoritized students. The November AS Rostrum was published, which highlights MiraCosta College Academic Counselor Afifa Zaman for increasing equity for Afghan community college students.

### **E. Vice Presidents**

#### **1. Instructional Services**

Assistant Superintendent/Vice President Pescarmona reported enrollment headcount is up for spring. She thanked the work of the Student Services partners and the ASE programs, who have been working to ensure we have a strong start to our enrollment cycle. We are participating in a zero textbook cost grant opportunity to develop zero textbook cost associate degree pathways. Pescarmona acknowledged the efforts of Jim Julius, Lauren McFall, and Sean Davis for paving the way for this to happen. The college has been awarded a \$1.2 Mathematics, Engineering, and Science Achievement (MESA) grant by the state, which is similar to Puente that creates wrap around academic support and structure for disproportionately impacted populations to clear a path into STEM.

Pescarmona noted the phenomenal arts programs offered at the college, and she invited MiraCostans to attend when possible.

#### **2. Student Services**

Assistant Superintendent/Vice President Wojcik submitted a written report.

#### **3. Administrative Services**

Assistant Superintendent/Vice President Flood reported putting together the Technology Plan was a two-year effort and he thanked his colleagues for the work involved to get it across the finish line.

The fiscal outlook for schools and community colleges next year will be much lower than what was budgeted this year. They will likely pull back one-time funds, which we normally benefit from, and reallocate them to meet the ongoing and cost of living needs.

The next big project is the Library remodel, which means a lot of movement of staff and equipment will be occurring.

Flood thanked College Police, Facilities, faculty and staff, and the administrators for their flexibility they showed during two separate power outages on our campuses.

**4. Human Resources**

Assistant Superintendent/Vice President Ng reported recognition for associate faculty is being worked on, professional development design phase will begin soon, and he warned MiraCostans that flu season is especially hard-hitting this year, and he encouraged all to take good care of their health.

**F. Superintendent/President**

Superintendent/President Cooke acknowledged the good work that is going on across the college. The work that we're doing around student success, the grants that we're bringing in, and the difference we're making in workforce and economic development are all appreciated by the community. College affordability and student supports remain a top focus. She also acknowledged Information Technology Services staff member Mark Stramaglia who first won our local classified Senate Excellence award, and then went on to win the award from the Board of Governors as well. Cooke provided an overview of the departments that are moving temporarily as a result of the Library renovation, while trying to keep the learning centers central on the campus for ease of student access. The community college bachelor's degree program has met some hurdles from the statewide CSU Academic Senate. These issues will be worked through.

**XIV. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS**

None.

**XV. ADJOURNMENT**

The meeting adjourned at 5:35 p.m.

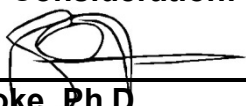
**MINUTES APPROVAL:**

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Anna Pedroza  
President

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

<b>Subject:</b> Foundation Overview and FY2022 Accomplishments	<b>Attachment:</b> <a href="#">PowerPoint Presentation</a>
<b>Category:</b> Presentations	<b>Type of Board Consideration:</b> ✓ Information          Consent          Action
<b>Institutional Goals:</b> <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> Goal 1          Goal 2          Goal 3          ✓ Goal 4
	<b>Approved for Consideration:</b>  _____ Sunita V. Cooke, Ph.D. Superintendent/President

**BACKGROUND**



The board of trustees is provided periodic updates of programs and projects.

**STATUS**

Vice President of Institutional Advancement Shannon Stubblefield will recap MiraCosta College’s Office of Advancement, specifically Foundation accomplishments over the past year and will review the institutional advancement structure.

**RECOMMENDATION**

For information only.

<b>Subject:</b> Facilities Update	<b>Attachment:</b> <a href="#">PowerPoint Presentation</a>
<b>Category:</b> Information	<b>Type of Board Consideration:</b> <div style="display: flex; justify-content: space-around; align-items: center;"> <span>✓ Information</span> <span>Consent</span> <span>Action</span> </div>
<b>Institutional Goals:</b> <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> <div style="display: flex; justify-content: space-around; align-items: center;"> <span>Goal 1</span> <span>Goal 2</span> <span>Goal 3</span> <span>✓ Goal 4</span> </div>
<b>Recommended:</b>  <hr/> <b>Tim Flood</b> Assistant Superintendent/Vice President, Administrative Services	<b>Approved for Consideration:</b>  <hr/> <b>Sunita V. Cooke, Ph.D.</b> Superintendent/President

**BACKGROUND**

In November 2016, the district successfully passed general obligation bond Measure MM with 62.39 percent of the votes (minimum requirement was 55 percent). This measure provided the district with \$455 million, which will allow for implementation of the projects identified in the 2016 Facilities Master Plan Update. Additional funds from the district’s Fund 41 Capital Construction, State Scheduled Maintenance, grants, and other sources of funding will also be used to implement the overall capital construction program plan.


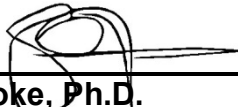
**STATUS**

Assistant Superintendent/Vice President Tim Flood, as well as district and Kitchell staff, will provide an update on the progress of the district’s capital construction program, including:

- Program status summary and budget information
- Community Learning Center project completion list and planning status
- San Elijo project completion list and planning status
- Oceanside Campus project completion list and planning status
- Local Hire and Small/Highly Underutilized Business Enterprise contract award and value data
- Measure MM and Series C bond sale synopsis

**RECOMMENDATION**

For information only.

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

**STATUS**

1. Retirement of the following classified employees:

Stephanie Miko, Library Technician II, Public Services, Library, position P-00273, effective January 17, 2023

Ubense Perez, Police Sergeant, Police, position P-00315, effective December 30, 2022.

Susan Walker, Administrative Support Assistant II, Public Information Office, position P-00052, effective December 30, 2022.

2. Employment of the following regular classified employees:

Gricelda Alva Brito, Testing Services Assistant, Testing Services, position P-06217, salary range 11, step 1, \$3,285.06 per month, 32 hours per week, 12 months per year, effective November 28, 2022. Gricelda was selected through an open recruitment process.

Sauafao Safotu, Health Services Assistant, Health Services, position P-00186, salary range 19, step 2, \$54,600 per year, full-time, 10 months spread over 12 months per year, effective November 7, 2022. Sauafao was selected through an open recruitment process.

3. Permanent change of assignment for Daniel Burciaga, Custodial Maintenance Worker, Facilities Maintenance, position P-05809, has accepted the position of Building Maintenance Mechanic II, position P-00080, salary range 22, longevity year 12, \$7,564.33 per month, full-time, 12 months per year, effective December 2, 2022. Daniel was selected through an open recruitment process.

4. Temporary change of assignment for Esther Vasquez, Human Resources Assistant, Human Resources, position P-07414, continued increase in hours from 18 to 32 hours per week, effective January 1 - June 30, 2023.
5. Temporary additional assignment for Elizabeth Lurenana, Administrative Support Assistant III, Honors, position P-07343. Elizabeth will serve as an Administrative Support Assistant III, Development and Foundation, \$30.73 per hour, as needed, effective January 3 - June 30, 2023.
6. Temporary reclassification per Section H.5.0, Classified Senate Employee Manual, for the following classified employees:

Sugeily Cervantes, Financial Aid Assistant, Financial Aid, position P-05837, will serve as Interim Student Services Coordinator, Financial Aid, range 26, longevity year 6, \$7,956.17 per month, full-time, effective November 14, 2022 – June 30, 2023.

Timothy Mayr, Police Officer, position P-00309, will serve as Interim Police Sergeant, range 34, longevity year 8, \$10,223.83 per month, full-time, effective January 1 – June 30, 2023.

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

Zoe	Adler	English as a Second Language, NC
Aaron	Kilmer	English as a Second Language, NC
Ecenur	Sivri	English as a Second Language, NC
Pamela	Abbott-Enz	Gerontology
Michelle	Matter	Gerontology
Aaron	Humble	Music
Sarah	Spencer	Nursing
Rowell	Valencia	Nursing
Nicolas	Vega	Nursing
Adam	Crawley	Philosophy
Andrew	Ronquillo	Philosophy
Shaun	Heard	Theatre
Jeffrey	Ingman	Theatre

8. 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:


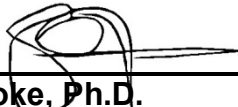
Employee Name	Job Title	Assignment	Department	Pay Rate	Start Date	End Date
Alex King Alaoen	Campus Aide I	Short-Term	Honors	\$15/hr	1/1/23	5/19/23
Andrea Segundo	Receptionist/Switchboard Operator	Substitute	Public Information Office	\$22.36/hr	12/31/22	6/30/23
Atefeh Nikoukary	Accounting Technician	Short-Term	Accounting	\$31.64/hr	1/1/23	6/30/23
Curtis Mueller	Campus Aide III	Short-Term	Theatre and Film	\$19/hr	12/16/22	5/30/23
Dannia Saldivar	Campus Aide I	Short-Term	School Relations/Diversity Recruitment	\$15/hr	12/16/22	6/30/23
Delaney Meehan	Apprentice I	Short-Term	Child Development	\$15/hr	1/23/23	5/31/23



Desean Berger	Assistant Coach	Short-Term	Athletics and Intramurals	\$27.37/hr	12/16/22	6/30/23
Hayat Sherif	Campus Aide I	Short-Term	Honors	\$15/hr	1/1/23	5/19/23
Jazmin Cueva	Campus Aide III	Substitute	Admissions and Records, OCN	\$19/hr	11/7/22	6/30/23
Karina Ramirez	Administrative Support Assistant II	Substitute	Public Information Office	\$27.37/hr	11/15/22	6/30/23
Kathleen Tom	Apprentice II	Short-Term	Child Development	\$16/hr	1/23/23	5/31/23
Leslie Smith	Apprentice III	Substitute	Child Development	\$17/hr	1/23/23	5/31/23
Mariana Grindley	Accounting Specialist	Substitute	Accounting	\$34.49/hr	1/1/23	6/30/23
Merilyn Navarro Sanchez	Campus Aide I	Short-Term	Honors	\$15/hr	1/1/23	5/19/23
Monserrate Ayala	Campus Aide I	Short-Term	Honors	\$15/hr	1/1/23	5/19/23
Nicole Gee	Pre-licensed Mental Health Counselor	Short-Term	Mental Health	\$22/hr	12/16/22	6/30/23
Olivia Miller	Campus Aide I	Short-Term	Honors	\$15/hr	1/1/23	5/19/23
Piper Bailey	Campus Aide I	Short-Term	Honors	\$15/hr	1/1/23	5/31/23
Quiemari Mikes	Campus Aide III	Short-Term	Student Equity	\$19/hr	1/1/23	6/30/23
Quiemari Mikes	Administrative Support Assistant III	Substitute	Student Equity	\$30.73/hr	12/1/22	1/31/23
Raul Ortega Marin	Campus Aide I	Short-Term	Technical Services	\$15/hr	12/16/22	6/30/23
Renee Austin	Accounting Technician	Substitute	Accounting	\$31.64/hr	1/1/23	6/30/23
Ryan Meier	Assistant Coach	Short-Term	Athletics and Intramurals	\$27.37/hr	12/16/22	6/30/23
Sandra Henika	Administrative Support Assistant II	Short-Term	Veterans Services	\$27.37/hr	1/3/23	6/30/23
Sara Constantinescu	Student Services Coordinator	Substitute	First Year Forward	\$36.55/hr	12/7/22	6/30/23
Stephanie Rivera	Administrative Support Assistant I	Substitute	School Relations/Diversity Recruitment	\$22.36/hr	11/21/22	6/30/23
Stephanie Rivera	Outreach Assistant	Short-Term	School Relations/Diversity Recruitment	\$23.69/hr	12/16/22	6/30/23
Tanya D'Angelo	Pre-licensed Mental Health Counselor	Short-Term	Mental Health	\$22/hr	12/16/22	6/30/23
Wesley Pawl	Program Consultant II	Short-Term	Small Business Development Center	\$53/hr	1/3/23	6/30/23
Victoria Morison	Campus Aide I	Short-Term	Honors	\$15/hr	1/1/23	5/19/23
Zoe Smith	Apprentice II	Short-Term	Child Development	\$16/hr	1/23/23	5/31/23

## RECOMMENDATION

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

<b>Subject:</b>  Approve Classification of New Positions and Job Descriptions	<b>Attachment:</b>  Job Descriptions: <a href="#">Clinical Case Manager</a> <a href="#">Assistant Business Systems Analyst</a>
<b>Category:</b>  Consent Items	<b>Type of Board Consideration:</b>  Information <input checked="" type="checkbox"/> Consent                      Action
<b>Institutional Goals:</b>  <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b>  Goal 1                      Goal 2 <input checked="" type="checkbox"/> Goal 3                      Goal 4
<b>Recommended:</b>   _____ Charlie Ng Assistant Superintendent/Vice President, Human Resources	<b>Approved for Consideration:</b>   _____ Sunita V. Cooke, Ph.D. Superintendent/President

**BACKGROUND**

The district has a need to create two new positions: Clinical Case Manager and Assistant Business Systems Analyst.

The Clinical Case Manager is a new categorically funded position designed to provide clinical case management to students accessing health care, mental health, or other care and support needs in the Health Services Department.

The Assistant Business Systems Analyst is a new position that was created in response to challenges experienced during the recruitment process for the higher-level Business Systems Analyst classification. The Student Services Division recently had three vacancies and was only able to successfully fill two of the three vacant positions. The division assessed the workload and needs and determined that the creation of a new, lower-level classification would provide the support required.

Human Resources created the two job descriptions to reflect the duties of the positions and determined a salary placement based on internal and external market data.


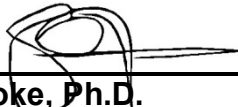
**STATUS**

Human Resources recommends to the superintendent/president, classification of range 30 for the Clinical Case Manager, effective December 16, 2022. Entry-level salary is \$85,312.

Human Resources recommends to the superintendent/president, classification of range 25 for the Assistant Business Systems Analyst, effective December 16, 2022. Entry-level salary is \$73,855.

**RECOMMENDATION**

Approve classification of new positions and approve job descriptions, as stated above.

<b>Subject:</b>  <b>Ratify Memorandum of Understanding 22-05 Between the MiraCosta Community College District and Faculty Assembly</b>	<b>Attachment:</b>  <b>Memorandum of Understanding 22-05 Between the MiraCosta Community College District and Faculty Assembly</b>
<b>Category:</b>  <b>Consent Items</b>	<b>Type of Board Consideration:</b>  Information <b>Consent</b> Action
<b>Institutional Goals:</b>  <a href="http://mcc_mission_statement.pdf">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b>  Goal 1                      Goal 2 <b>Goal 3</b> Goal 4
<b>Recommended:</b>   <hr/> <b>Charlie Ng</b> <b>Assistant Superintendent/Vice President,</b> <b>Human Resources</b>	<b>Approved for Consideration:</b>   <hr/> <b>Sunita V. Cooke, Ph.D.</b> <b>Superintendent/President</b>

**BACKGROUND**

During the fall 2022 semester, the district and Faculty Assembly reached an agreement that modifies faculty workload requirements for full-time faculty for spring 2023. Specifically, allowing hybrid course assignments to count toward the on-ground requirement for classroom faculty and providing flexibility on the number of in-person, on-campus hours required for non-classroom faculty. The attached Memorandum of Understanding (MOU) is not intended to change the terms of the current collective bargaining agreement, but is instead a one-time, non-precedent setting agreement between the parties for the spring 2023 semester.

**STATUS**

The district has negotiated the terms and conditions of work to be performed and compensation to be paid and agreed to in the attached MOU with the Faculty Assembly.

**RECOMMENDATION**

Ratify Memorandum of Understanding 22-05 between the MiraCosta Community College District and Faculty Assembly, as stated.



MOU Between the  
MiraCosta Community College District and  
MiraCosta Community College District – Faculty Assembly  
22-05

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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 Faculty Assembly (hereinafter referred to as "Assembly") (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. During the Spring 2023 semester, the District agrees to modify faculty workloads as follows:
  - a. Non-classroom Faculty: In accordance with section C.2.5, non-classroom faculty are required to work thirty (30) hours per week on campus. During the Spring 2023 semester, at a faculty member’s request the appropriate dean may authorize non-classroom faculty to work up to fifteen (15) hours remotely from the thirty (30) hours on campus requirement. The hours approved to work remotely may consist of student contact and/or preparation hours. The District maintains its right to assign non-classroom faculty based on the needs of students, the department, and best interests of the program, in all cases except as those agreed to in this MOU and other applicable contractual agreements.
  - b. Classroom Faculty:
    - i. In accordance with section C.13.3, classroom faculty members shall teach at least one sixteen (16) week class section, or two consecutive eight (8) week class sections, per semester “on-ground,” unless an exception is approved by the appropriate vice president. For purposes of this MOU, “on-ground” hours are defined as equivalent to the average LHE course offering in the faculty member’s home department. Faculty must follow the prescribed time blocks in scheduling on-ground, online Zoom or hybrid courses. The chart below is representative of the expected on-ground LHE / contact hour minimums:

Avg LHE per course	On-ground Lecture per week	Hybrid Lecture per week	Hybrid Lecture Lab per week
3 (or less)	1 section, 3 units, totaling 2:50	2 sections, each 1:20	Either lecture hours or lab equal to or greater than 2:50 contact hours (3 LHE)
4	1 section , 4 units, totaling 3:50	2 sections, each 1:50	Either lecture hours or lab equal to or greater than 3:50 contact hours (4 LHE)
5 or higher	1 section , 5 units, totaling 4:50	1-3 sections, equal to or greater than 4:50 contact hours (5 LHE)	Either lecture hours or lab equal to or greater than 4:50 contact hours (5 LHE)

The District maintains its right to assign classroom faculty based on the needs of students, the department, and best interests of the program, in all cases except as those agreed to in this MOU and other applicable contractual agreements.




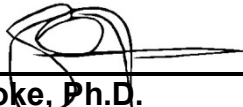
2. The District shall loan faculty members equipment necessary for remote work, such as computers, headsets, webcams, etc. Faculty members must submit an equipment request form to request any such equipment. To the extent that equipment is unavailable for loan to faculty, due to budget constraints or equipment shortages, the District shall provide faculty members with a safe place to work on campus.
3. Faculty members maintain Academic Freedom in decision-making related to the content of courses they teach, including the determination of course content provided synchronously and asynchronously. Faculty members understand that they must adhere to the scheduled delivery method as identified in the schedule of classes (i.e., online, hybrid, or on-ground).
4. The District will follow all state and local protocols to maintain a safe working environment for faculty.

### **Training**

5. The District shall provide distance education support and training to faculty during the Spring 2023 semester.
  - a. A workgroup consisting of the Director of Online Education, Teaching and Learning Center Coordinator, and Vice President, Instructional Services will be established by this agreement (“Workgroup”).

- b. The Workgroup shall be responsible for identifying appropriate faculty peer mentors for Spring 2023, as specified below.
- c. Spring 2023 Peer Mentors: During the Spring 2023 semester, the District shall provide up to 400 hours in compensation for selected peer mentors to support faculty with distance education courses. The selection of peer mentors must be from a wide range of disciplines. Consideration should be given to faculty with online expertise and experience working collegially with their peers. Peer mentors may assist with the following:
  - i. Providing mentoring and/or professional learning to faculty assigned to teach in a particular modality who have limited or no previous experience teaching in that modality;
  - ii. Providing mentoring and/or professional learning to faculty who are making changes to the design and/or instruction of any distance education course section with the intent of improving student access, equity, and/or success, including adopting/adapting Open Educational Resources and/or other Zero Textbook Cost course materials.
  - iii. Providing mentoring and/or professional learning to faculty participating in data coaching programs who identify a need for improvements to distance education course section equity data;
  - iv. Developing and providing a process for Voluntary Review Of Online Materials (VROOM) for any faculty member wishing to receive expert assistance reviewing and aligning a distance education course section with the requirements of the MiraCosta Online Class Quality Guidelines; and/or
  - v. Developing and leading in-depth online education-related professional learning experiences for faculty (institutes, multi-week online courses, communities of practice, action research projects, etc.).
- d. If the peer mentors have additional capacity, in consultation with the Workgroup overseeing the peer mentor program, they may provide other forms of consultation and support to faculty on matters related to online teaching.
- e. Peer mentors shall report the time they spend working with faculty, and the type of support provided monthly, to the Faculty Director, Online Education. Payment for faculty mentors will be coordinated through the Office of Instruction.
- f. Faculty who receive online mentor support shall be invited to provide anonymous feedback each term. While this data will help gauge the impact and effectiveness of the program, this data shall not be used for the purpose of individual faculty evaluation. The Academic Senate, Online Education, PDP, C3 Teaching and Learning Center, Department Chairs, and Office of Instruction shall inform all faculty of the availability online mentoring program to encourage faculty to avail themselves of the support of the online mentors.
- g. Information, data, and support provided in the context of peer mentoring shall not be used for the purpose of individual faculty evaluation for those faculty involved.



<b>Subject:</b>  <b>Ratify Memorandum of Understanding 22-06 Between MiraCosta Community College District and the Faculty Assembly</b>	<b>Attachment:</b>  <b>Memorandum of Understanding 22-06 Between the MiraCosta Community College District and Faculty Assembly</b>
<b>Category:</b>  <b>Consent Items</b>	<b>Type of Board Consideration:</b> <div style="text-align: center;">   <b>Information      Consent      Action</b> </div>
<b>Institutional Goals:</b>  <a href="http://mcc.mission_statement.pdf">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> <div style="text-align: center;">   <b>Goal 1      Goal 2      Goal 3      Goal 4</b> </div>
<b>Recommended:</b>  <hr/> <b>Charlie Ng</b> <b>Assistant Superintendent/Vice President,</b> <b>Human Resources</b>	<b>Approved for Consideration:</b>  <hr/> <b>Sunita V. Cooke, Ph.D.</b> <b>Superintendent/President</b>

**BACKGROUND**

During the fall 2022 semester, the district and Faculty Assembly reached an agreement that modifies faculty workload requirements for full-time faculty for spring 2023. Specifically, allowing hybrid course assignments to count toward the on-ground requirement for classroom faculty and providing flexibility on the number of in-person, on-campus hours required for non-classroom faculty. The attached Memorandum of Understanding (MOU) is not intended to change the terms of the current collective bargaining agreement, but is instead a one-time, non-precedent setting agreement between the parties for the spring 2023 semester.

In March 2022, the district filed a Petition for Unit Modification Petition (Case No. LA-UM-1023-E) regarding the removal of the following Faculty Director positions from the Faculty Assembly collective bargaining unit:

1. Faculty Director of Career Studies and Services (Career Center)
2. Faculty Director of Extended Opportunity Programs and Services (“EOPS”)
3. Faculty Director of Transfer Center
4. Faculty Director of Retention Services/Tutoring and Academic Support Center (“TASC”)
5. Faculty Director of Student Accessibility Services (“SAS”)
6. Faculty Director of Online Education
7. Faculty Director of Math Learning Center
8. Faculty Director of Writing Center

The Parties reached a settlement agreement whereby the above Faculty Director positions will be eliminated and replaced with a corresponding Faculty Coordinator or other faculty positions. The details of the transition to the Faculty Coordinator or other faculty positions are outlined in the attached MOU.



## **STATUS**

The district has negotiated the terms and conditions of work to be performed and compensation to be paid and agreed to the attached MOU with the Faculty Assembly.

## **RECOMMENDATION**

Ratify Memorandum of Understanding 22-06 between the MiraCosta Community College District and Faculty Assembly, as stated.



MOU Between the  
MiraCosta Community College District and  
MiraCosta Community College District – Faculty Assembly  
22-06

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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 Faculty Assembly (hereinafter referred to as "Assembly") (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”).

The District and the Assembly are parties to the Unit Modification Petition (Case No. LA-UM-1023-E) filed by the District (“Pending Petition”). In the Pending Petition, the District sought to remove eight positions (“Faculty Director Positions”) from the Assembly’s bargaining unit (“Unit”).

The Parties have agreed to the following terms as a means to resolve the Pending Petition. Such terms shall become effective upon approval by the Board of Trustees and any other dates as specified.

- (1) **Transition to Faculty Coordinator Positions.** The Faculty Director Positions identified below will be eliminated and replaced with a corresponding Faculty Coordinator Position and Title, or other faculty position, which is identified next to the current Director Position/Title.

<b>Current Faculty Director Position/Title</b>	<b>New Faculty Coordinator Title</b>
Faculty Director of Career Studies & Services (Career Center)	Career Center Faculty Coordinator
Faculty Director of Extended Opportunity Programs & Services (“EOPS”)	EOPS Faculty Coordinator
Faculty Director of Transfer Center	Transfer Center Faculty Coordinator
Faculty Director of Retention Services /Tutoring & Academic Support Center (“TASC”)	Coordinator position to be in effect until June 30, 2023. On July 1, 2023, the incumbent faculty member shall be reassigned to Counseling and/or Project Coordination (Transitions and/or other projects as assigned).
Faculty Director of Student Accessibility Services (“SAS”)	SAS Faculty Coordinator
Faculty Director of Online Education	Online Education Faculty Coordinator
Faculty Director of Math Learning Center	Math Learning Center Faculty Coordinator
Faculty Director of Writing Center	Writing Center Faculty Coordinator

- (2) **Removal of Supervisory and Management Responsibilities.** The District, in consultation with the Faculty Assembly, will determine responsibilities to be excluded from duties of the Faculty Coordinators. The new Coordinator Positions shall not include any supervisory duties as defined by California Government Code 3540.1(m), and that except for the occasional routine and clerical duties, the coordinators shall not be

responsible for oversight or supervision of any District employees, or for assigning work to or directing the work of any District employees.

(3) **Phased Transition of Standing Reassignments, Lecture Hour Equivalent and Elimination of Responsibility Factor Payment.** Effective the 2024/2025 Academic Year, the faculty members in the current Faculty Director Positions will be phased into the Faculty Coordinator positions. The phase out from Faculty Director to Faculty Coordinator will impact the number of assigned contract days per year, amount of reassigned time (“RT”), and elimination of the responsibility factor (“RF”) as follows:

<b><u>POSITION</u></b>	<b><u>Terms 2022/2023</u></b>	<b><u>Terms 2023/2024</u></b>	<b><u>Terms 2024/2025</u></b>
Career Center Faculty Coordinator	212 Days; 100% RT; 4% RF	203 Days; 80% RT; 2.25% RF *Coordinator will continue as Department Chair with RT per contract as elected chair	195 Days; 80% RT; RF eliminated *Department Chair RT per contract for elected chair
EOPS Faculty Coordinator	195 Days; 100% RT; 4% RF	195 Days; 80% RT; 2.25% RF	195 Days; 80% RT; RF eliminated
Transfer Center Faculty Coordinator	195 Days; 100% RT; 4% RF	195 Days; 80% RT; 2.25% RF	195 Days; 80% RT; RF eliminated
TASC- Relinquish effective July 1, 2023	195 Days; 100% RT; 4% RF	195 Days; 100% Counseling project coordination (Transitions and/or other projects as assigned); 2.25% RF	195 Days; 100% Counseling project coordination (Transitions and/or other projects as assigned); RF eliminated
SAS Faculty Coordinator	203 Days; 100% RT; 4% RF	203 Days; 100% RT; 2.25% RF	195 Days; 100% RT; RF eliminated
Online Education Faculty Coordinator	212 Days; 100% RT; 4% RF	203 Days; 100% RT; 2.25% RF	195 Days; 100% RT; RF eliminated
Math Learning Center Faculty Coordinator	212 Days; 100% RT; 4% RF	195 Days; 80% RT; 2.25% RF	176 Days; 60% RT; 3 LHE Summer RF eliminated
Writing Center Faculty Coordinator	176 Days; Backfill with current faculty at 60% RT; 3 LHE Summer; RF eliminated	176 Days ; 60% RT; 3 LHE Summer	176 Days ; 60% Reassign Load; 3 LHE Summer

(4) **Right for Incumbent to Be Assigned to New Coordinator Positions.** The faculty members currently employed as Faculty Directors may elect prior to any Academic Year of the phased transition above to decline the new coordinator position and retreat into a full-time teaching or non-instructional position for which they have the necessary Minimum Qualifications and Faculty Service Areas established by the applicable collective bargaining agreement. Absent such a decision by an incumbent to decline the position, the current faculty members shall have the right to be assigned to the new Coordinator positions during the term of this agreement.

- (5) **Retirement or Rejection of Faculty Coordinator Role.** If any faculty members currently employed as Faculty Directors retire prior to the 2024/2025 Academic Year or otherwise declines the Faculty Coordinator Position, the RF will be eliminated for the successor in the Faculty Coordinator Position and the amount of Reassigned Time will be revisited by the Parties.
- (6) **Reassigned Time for Elected Department Chair.** Any Faculty Coordinator who also serves as an elected Department Chair will receive reassigned time in line with contractual agreement on Department Chair loads.
- (7) **Weekly Student Contact Hours for Counseling Coordinators.** The Faculty Coordinators in Counseling with 80% Reassigned Time will complete five (5) student contact hours per week (counseling appointments, workshops, preparation, institutional service, etc.) on their schedule to meet the remaining 20% load.
- (8) **Good Faith Agreement to Consult on Coordinator Job Descriptions.** The District shall consult in good faith with the Faculty Assembly in the 2023/2024 Academic Year regarding the development of job descriptions consistent with the duties of all of the new Faculty Coordinator Positions. [remainder of sentence deleted]
- (9) **Writing Center Coordinator Hiring Request.** [First part of section deleted]. A hiring request will be submitted through appropriate channels for the new Writing Center Coordinator Position.
- (10) **Execution of Side Letter Agreement.** The Parties agree to execute the Side Letter Agreement amending the current 2022-2025 Collective Bargaining Agreement (“CBA”) in order to bring the CBA into accordance with terms (1) through (9) above.
- (11) **Withdrawal of Pending Petition.** Within seven (7) days of the execution of this MOU and the Side Letter Agreement by both Parties, whichever should occur later, the District shall withdraw its Pending Petition before Public Employment Relations Board and effectuate any other actions necessary to complete that withdrawal.

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

Sunita V. Cooke, Ph.D.


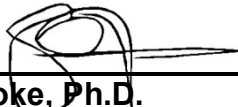
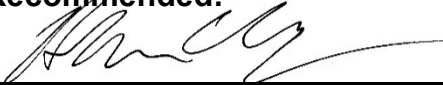

Mary Gross, M.S.

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Signature                      Date  
Superintendent/President  
MiraCosta Community College District

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Signature                      Date  
President  
MCCCD Faculty Assembly

<b>Subject:</b>  <b>Approve Reorganization of Student Equity Department</b>	<b>Attachment:</b>  None
<b>Category:</b>  Consent Items	<b>Type of Board Consideration:</b> Information <input checked="" type="checkbox"/> Consent      Action
<b>Institutional Goals:</b>  <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> <input checked="" type="checkbox"/> Goal 1      Goal 2      Goal 3      Goal 4
<b>Recommended:</b>  <hr/> <b>Charlie Ng</b> Assistant Superintendent/Vice President, Human Resources	<b>Approved for Consideration:</b>  <hr/> <b>Sunita V. Cooke, Ph.D.</b> Superintendent/President
<b>Recommended:</b>  <hr/> <b>Alketa Wojcik, Ed.D.</b> Assistant Superintendent/Vice President, Student Services	<b>Approved for Consideration:</b>  <hr/> <b>Sunita V. Cooke, Ph.D.</b> Superintendent/President

**BACKGROUND**

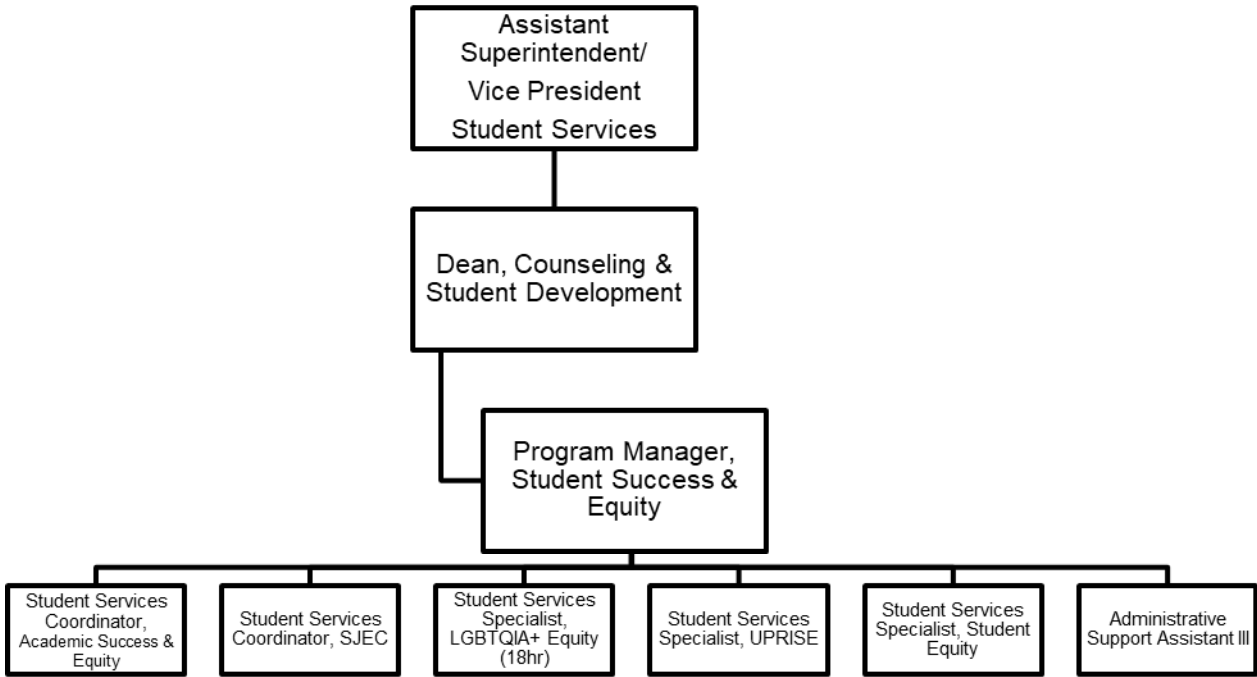
With the hiring of the interim Chief of Inclusion, Diversity, Equity, and Accessibility Officer (CIDEAO), there is a need to reorganize the reporting of the Student Equity Department to align work around inclusion, diversity, equity, and accessibility. The proposed change moves the Student Equity Department from reporting to the Dean of Counseling and Student Development to the CIDEAO, who is charged with implementing the district’s Student Equity Plan.

**STATUS**

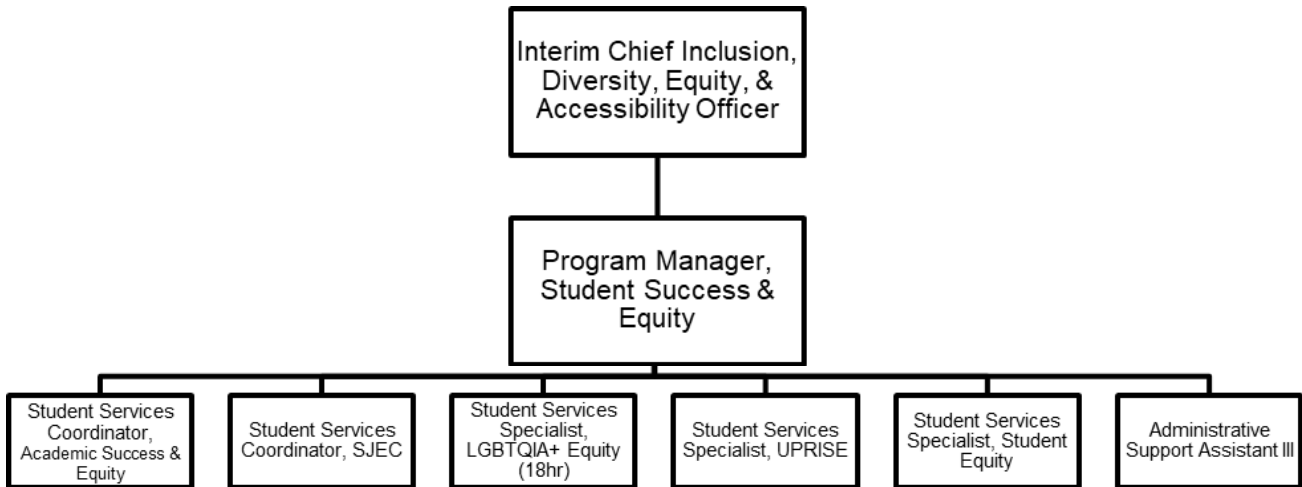
The proposed reorganization will include a change in reporting structure. The program manager of Student Success and Equity will move from reporting to the dean of counseling and student development to the interim CIDEAO. All positions that currently report to the Program Manager will continue to do so under the new structure. This proposed reporting structure better aligns the role of the department within the day-to-day operations of Student Equity. If approved, this reorganization will go into effect on December 16, 2022.

There is no change in FTE or budget associated with the recommended reorganization.

## Current Organizational Chart

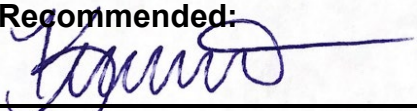
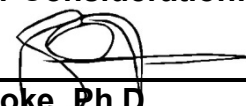


## Proposed Organizational Chart



### **RECOMMENDATION**

Approve reorganization of the Student Equity Department, as stated above.

<b>Subject:</b> Approve Sabbatical Leave Recommendations for FY 2023/24	<b>Attachment:</b> Summary of Sabbatical Leave Applications
<b>Category:</b> Consent Items	<b>Type of Board Consideration:</b> Information <input checked="" type="checkbox"/> Consent      Action
<b>Institutional Goals:</b> <a href="http://mcc.missionstatement.pdf">mcc.missionstatement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> <input checked="" type="checkbox"/> Goal 1      Goal 2 <input checked="" type="checkbox"/> Goal 3 <input checked="" type="checkbox"/> Goal 4
<b>Recommended:</b>  _____ Kristina Denée Pescarmona Vice President, Instructional Services	<b>Approved for Consideration:</b>  _____ Sunita V. Cooke, Ph.D. Superintendent/President

**BACKGROUND**

As established in board policy, the superintendent/president, the Professional Advancement Committee, and the Academic Senate evaluate and recommend sabbatical leaves to the board of trustees. The board’s expectation is that faculty members have a satisfactory evaluation on file prior to engaging in sabbatical leave.

**STATUS**

Based on the Faculty Assembly contract, the number of sabbatical leaves available is eight percent of the full-time faculty in an academic year, which for 2023/24 would be sixteen (16). Nineteen (19) faculty members submitted sabbatical leave applications including 16 eligible applications and three (3) alternate applications and were forwarded to and approved by the Sabbatical Leave Committee on October 7, 2022, and approved by the Academic Senate on November 18, 2022.

**RECOMMENDATION**

Approve the 2023/24 sabbatical leave recommendations, as detailed on the attached summary.

**1. Name:** CLARK, Raymond**Department:** BIOLOGICAL SCIENCES**Semester requested:** Fall 2023

**Abstract:** In November 2020, I suffered a massive stroke. This sabbatical project will allow me to reimagine all my learning materials (lecture, lab, activities, and assessments) in BIO 210 Human Anatomy and BIO 220 Human Physiology to not only adapt to the change in my abilities imposed by the injury to my brain but to also incorporate diversity, equity, and inclusion practices into my teaching. I expect to take a backwards design approach from the stated learning outcomes related to these courses and develop materials towards student engagement and equitable achievement of outcomes. Through this sabbatical, I will incorporate the Inclusion, Diversity, Equity, and Anti-Racism (IDEA) audit framework from the ASCCC OERI workgroup to rebuild all my learning materials. Given my own needs, I will apply this framework with the additional lens of accessibility and Universal Design for Learning principles. There will be an explicit focus on the delivery of this instruction through online modalities.

**2. Name:** COTNOIR, Leigh**Department:** MEDIA ARTS and TECHNOLOGIES (MAT)**Semester requested:** Fall 2023

**Abstract:** During sabbatical leave, I plan to do self-directed studies that include three areas of my practice as an artist/designer and instructor. My research will concentrate on new tools, techniques, and workflows in the following topics: 1) 2D/3D imaging, illustration, and motion graphics, 2) web development within Content Management Systems (CMS) like WordPress and Webflow, and 3) projection mapping for immersive media experience design. I plan to do creative investigations that will result in example work that can be used in my teaching. This research will enable me to stay professionally current in an ever-evolving field of media arts practices, "big idea" topics, and complex software tools. It will provide me the time, resources, and sense of renewal to continue developing my own creative work since it is this act of "making" that is core to my identity as an artist/designer. Maintaining professional currency by both acquiring new knowledge and learning through direct practice will enable me to better serve students in curriculum development, as well as build more bridges to the design community and industry partners.

**3. Name:** DIAZ, Zulema**Department:** LETTERS**Semester requested:** Fall 2023

**Abstract:** How can the humanities help Latinx students develop the confidence and the vision of themselves being engaged in STEM? During my sabbatical, I intend to broaden my approach to teaching literature by exploring the intersections between culturally responsive pedagogy and identifying passion and talent for STEM among Latinx students. Over the course of six years, I have been using literary genres such as science-fiction, speculative fiction, and dystopian narratives (to name a few) to center discussions on environmental racism and its disproportionate impact on communities of color, and, as an opportunity for students to speculate over the type of future we seem to be creating. It is within these contexts, that I have observed the enthusiasm among Latinx students to discover that it is possible to discuss in an English 201 class the effects of poor urban development, the impact that exposure to toxins have on the body, and the need to develop affordable technology that would help disenfranchised communities live sustainably. While my emphasis is to explore possibilities to motivate Latinx students to engage in STEM, I also intend to use a decolonial framework that moves beyond the Western sciences and that is more inclusive of "the sciences" where indigenous science is also honored.

**4. Name:** FARNAM, Michelle**Department:** STUDENT ACCESSIBILITY SERVICES**Semester requested:** Fall 2023

**Abstract:** The number of MiraCosta College (MCC) students with Autism Spectrum Disorder (ASD) increases gradually each year. The most recent data reports 70 MCC ASD students in 2017-2018 to 114 students in 2021-2022. I find the support, resources, and strategies Student Accessibility Services (SAS) provides can involve more interaction with instructors, parents and other campus members in comparison to what SAS provides for other disability populations. As more ASD research and data comes available it is important for me, as a counselor, to stay up to date to provide the over-and-above academic services and support for students with ASD. During my sabbatical leave I intend to identify effective and appropriate support, resources and strategies that can be used with SAS staff and faculty as well as students with ASD and the instructors who reach out to us for guidance regarding these students in their classroom. My proposal will include a mix of academic studies and self-directed studies. I am excited to combine ASD coursework with academic experiences from college disability resources with personal experiences from people with ASD.



**5. Name:** JARA, Jose**Department:** LETTERS**Semester requested:** Fall 2023

**Abstract:** My sabbatical goal is to research and design a student-focused memoir writing assignment that can integrate universal topics such as culture and ethnicity, family histories, immigration stories, music, film, education goals and more. I will create a scaffolded assignment integrating research, reading, viewing, and then practicing draft-based writing as core activities. The assignment will also include creative writing strategies to enhance students' mastery of core writing strategies.

**6. Name:** LOEDEL, Delores**Department:** BUSINESS ADMINISTRATION**Semester requested:** Spring 2024

**Abstract:** The purpose of my proposed sabbatical leave request is to keep abreast of current trends and technology in accounting. First, Intuit has a new certification called the Intuit Certified Bookkeeping Professional that validates essential bookkeeping knowledge and proves students have the skills to be successful in an accounting career. My plan is to explore this certification, taking the exam, and learning how we can promote this certification for our students. Second, our program has a need for additional expertise for our Computerized Accounting (QuickBooks) class. As such, my plan is to update my skills in this area and become an Intuit QuickBooks Certified User as well as a QuickBooks ProAdvisor. My final goal is to complete the Diversity Equity Inclusion Belonging (DEIB); The Architecture of Inclusion Certification through the American Accounting Association.

**7. Name:** LOPEZ, Alicia**Department:** SOCIOLOGY**Semester requested:** Spring 2024

**Abstract:** I was hired fall of 2016 to "be a visionary leader for a growing Ethnic Studies program" at MiraCosta College (MCC). Over the past six years, I led an Ethnic Studies workgroup that advocated for an autonomous and authentic Ethnic Studies program and department. I led the development of our new Ethnic Studies department and program and chaired the hiring committee, which led to our first full-time Ethnic Studies tenure-track hire. I have also chaired our Diversity, Equity, and Cultural Competency Committee, Sociology Department, and now I am chairing a Tenure Review Committee. As you can see, leadership is a topic central to my life and my work at MCC. While I have gained much value from these experiences, it has not been without its challenges. Through self-directed study, I aim to enhance my performance in my specialization (faculty in Sociology, Ethnic Studies, and Chicana/x/o Studies) by seeking a better understanding of the experience of women of color, more specifically black/African-American and brown/Chicana and Latina women, in leadership positions within work environments that have historically existed as predominantly white and male-dominated. This question/subject is relevant and essential given the recent positive efforts of various colleges and universities, including MCC, to diversify their faculty and staff (in terms of race, gender, sexual orientation, culture, etc.) via more equitable and inclusive hiring and teaching practices, e.g., Academic Senate resolutions, campus book reads, etc. These efforts have prompted a culture shift in long-established institutional ways of thinking and behaving that make for different, sometimes contrasting experiences and perceptions on campus, and this is worth understanding better. To this effect, I plan to focus on three primary activities: 1) To undertake a self-directed study of inter and multi-disciplinary scholarship to understand the experience of women of color, specifically black/African-American and brown/Chicana and Latina women, in leadership positions within work environments that have historically existed as predominantly white and male-dominated and create an annotated bibliography of the works I study. 2) To better understand the experience of women of color, specifically black/African-American and brown/Chicana and Latina women, in leadership positions within work environments that have historically existed as predominantly white and male-dominated by conducting interviews and processing what I learn in a journal. 3) To develop teaching materials based on the information I gather to use in my CCS/SOC 232–Critical Chicana and Latina Studies.

**8. Name:** McCORKLE, Kent**Department:** CHEMISTRY**Semester requested:** Spring 2024

**Abstract:** I propose to use my sabbatical to develop a complement of concise, professional videos covering the fundamental topics in foundational chemistry courses such as CHEM 115, 140, and 150. I will begin by researching the course content of these beginning chemistry courses and then formulate a list of topics to be covered. Next, I will study existing chemistry video content on these topics to learn structure, format, and effective instructional practices. Thereafter, I will investigate best practices in asynchronous video instruction, including pedagogy, tools, and techniques specifically for STEM. Finally, I will script, record, edit, and publish the videos in a repository such as YouTube.

**9. Name:** MYERS, Shannon**Department:** MATHEMATICS**Semester requested:** Spring 2024

**Abstract:** One aspect of my mathematical learning that I have always wanted to enhance is my ability to code. The use of the program **Matlab** (free version Octave) is required for our Linear Algebra course. I've learned how to code matrix operations, but have not written my own activities. For my sabbatical project, I would like to learn how to create graphs, probability applications, solve differential equations, and expand my knowledge in linear algebra applications in **Matlab**/Octave. Then my plan is to create activity books for Calculus and Analytic Geometry III, Differential Equations, and Linear Algebra. I will make these materials available to other instructors for use in their classes which will benefit our students as well.

**10. Name:** MURICO, Jeff**Department:** PHILOSOPHY, RELIGIOUS STUDIES (PHREL)**Semester requested:** Fall 2023

**Abstract:** I am requesting a sabbatical leave for fall 2023 in order to pursue research in Israel, Palestine, and Jordan for 2-3 months. My goal for this sabbatical is to accomplish two primary objectives: 1) design new curriculum for existing courses 2) develop curricula for new courses in the religious studies program. By designing an itinerary that focuses on a number of religiously significant sites, I will be able to develop new material for our program's flagship course, World Religions, incorporating photos and video "on-site lectures" from this research. In addition, I plan to use this research to develop new curriculum to diversify our offerings. Currently, we offer three courses: World Religions, Eastern Religions, and Religion in America. This sabbatical research plan will allow me to create at least one new course ("Abrahamic Religions") and possibly a second course ("The Bible as Literature"). While in Tel Aviv, I plan to work with a number of academics and other local contacts. I have reached out to professional contacts I have in the region and plan to access local university professors, libraries, museums, and other cultural institutions.

**11. Name:** NGUYEN, Thong**Department:** CHEMISTRY**Semester requested:** Fall 2023

**Abstract:** My sabbatical research will explore best practices in creating a flipped classroom for Chemistry 210, the first semester of a one-year organic chemistry sequence. As a result of my research, I will create a new curriculum for Chemistry 210 with lecture videos and a workbook of daily class activities in a flipped format.

**12. Name:** POWELL, Beth**Department:** MATHEMATICS**Semester requested:** Spring 2024

**Abstract:** For my sabbatical, I plan to develop a student workbook for Calc 1 and Calc 2. The workbook will consist of problems that should be done in student groups that help students to review past materials, learn present concepts, and allude to upcoming topics. I will also complete a solutions manual for the workbook. The workbook will be available to all MCC Math faculty and their students.

**13. Name:** POWERS, Leola**Department:** COMMUNICATION STUDIES**Semester requested:** Fall 2023

**Abstract:** Research indicates that in our professional and personal lives, we listen more than we speak, read, or write. It also confirms that listening is the communication skill most important to succeeding in entry-level positions, distinguishing effective from ineffective employees and managers, and achieving career competence and organizational success.

Listening is the form of verbal communication that is most lacking and underdeveloped in organizational members and that most requires training. However, we have had little training—at home, at school, and at work—in developing effective listening behavior.

During the time of my sabbatical leave I plan to:

- Conduct research on the importance of listening skills in academic, professional, and personal settings. This will include reading current publications, journals, and textbooks on listening behaviors.
- Complete coursework in the practice of effective listening.
- Explore curriculum from other institutions that offer listening courses and training.
- Design and create content for a new course in effective listening to be offered by the Department of Communication Studies and be open to all student across the curriculum at MiraCosta College.

**14. Name:** TOROK, Steve**Department:** MUSIC**Semester requested:** Spring 2024

**Abstract:** The plans for my proposed sabbatical leave include 1. Writing a text/workbook based on several of my conference presentations (Jazz Education Network - 2017 and 2019, College Music Society 2018). It will detail my rehearsal techniques for the jazz ensemble, including how to overcome challenges related to variable instrumentation, student backgrounds, skill levels, and other factors that one frequently encounters at community colleges and smaller schools. The book will also include my approach and techniques for fostering student-driven collaborative arranging within the rehearsal process, and include several arrangements that were developed in this way. 2. I plan to update my knowledge of arranging and composing techniques and compose 4-6 new original works for the variable-sized jazz ensemble. I plan to include the klezmer music influences in some of them. Some of this may be part of the aforementioned textbook, as well 3. I plan to devote time to studying and practicing saxophone and flute, including private instruction for flute.

**15. Name:** TURBEVILLE, John**Department:** PHYSICAL SCIENCES**Semester requested:** Fall 2023

**Abstract:** Construct a virtual lab on the Geology of Catalina Island, and rewrite the Calaveras Hills Igneous Virtual Lab. This entails significant research, becoming more proficient with web editing software and more visual technologies, and compiling comprehensive virtual labs to support students, the geology program, and the college. The virtual labs directly support the SLO's for the course and program, and will further enrich the course materials for students.

**16. Name:** ZAMAN, Afifa**Department:** GENERAL COUNSELING**Semester requested:** Fall 2023

**Abstract:** The purpose of this sabbatical leave is to complete 13 units of coursework towards my doctoral studies in the educational leadership (Ed.D.) program at the University of Southern California. As a full-time non-classroom faculty member in General Counseling (195-day contract), my sabbatical leave request is for one full year (July-June). My sabbatical plan includes completing five units in the summer of 2023: EDUE 780b Dissertation in Practice (2 units) and EDUC 715 Advanced Study of Learning and Instruction: Theory, Research, and Application (3 units). In the fall 2023 semester, I will complete 6 units: EDUC 599 Designing Organizations for Equity (3 units) and EDUC 714 Measurement and Evaluation for Decision-Making (3 units). Finally, I will complete EDUE 784a Dissertation in Practice, Data Analysis (2 units) in spring 2024. The sabbatical leave would allow me to take my qualifying exam during fall 2023, complete dissertation research during the 2023-2024 academic year, and defend my dissertation in the spring of 2024. By completing an Ed.D. in Educational Leadership, I will further my knowledge and skills as a counseling faculty member to better serve students, my department, as well as the college and broader community.

**ALTERNATES:**

1. **Name:** ~~McFALL~~ Lauren

**Department:** LIBRARY

**Semester requested:** One-year at 50% compensation

**Abstract:** Visual forms of information are critical to how we learn as humans. Social media has accelerated the adoption of visual information with images and videos now dominating content streams. Without a doubt, this is also changing how we appeal to students both in terms of student services and coursework. I'm interested in the psychology of visual information and how visual information can be used to facilitate processing new concepts, becoming better at creating visual media, and applying these combined skills to develop materials that can be used to help teach visual information literacy, which is a topic covered in Library coursework. One of the issues I've noticed when teaching LIBR 201: Media & Information Literacy, is that many resources that aim to teach visual literacy rely heavily on text-based information. This is a missed opportunity. As a final project to culminate my sabbatical learning, I would like to create Open Educational Resources (OER) (e.g. graphic novella, short videos, memes, ~~gifs~~) that can be used within MiraCosta College and beyond. These materials have the potential to be used across any and all courses because of the critical thinking issues related to visual information literacy and the impact that this has on our students' social media usage today.

2. **Name:** ANTE-CONTRERAS, Daniel

**Department:** LETTERS

**Semester requested:** Fall 2023

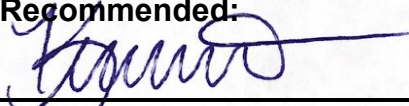
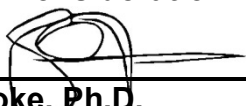
**Abstract:** This project will allow me to explore the rapidly changing nature of reading and writing within multimodal digital cultures. I will begin a future-oriented brainstorming of how English composition pedagogy can respond to, incorporate, and benefit from those shifts. I plan to cultivate skills to remain relevant and current in a college and world environment where reading and writing skills are increasingly tied to play and algorithmic communication through: 1) Studying digital pedagogy, pedagogy of play, and digital narrative with a focus on student equity and inclusion, 2) Taking computer programming classes; the intersection of coding and writing represents a new frontier of English composition, where most writing is happening in digital spaces with digital tools; having literacy when it comes to how those tools function and how to write using increasingly multimodal software is important in a world where traditional, "word processed" essays are becoming less common, 3) Creating teaching resources, including: prompts, assignments, and syllabi; reading/writing game prototypes; and other audiovisual resources dedicated to student-centered digital writing, and 4) Designing an online space to house materials and to build my digital presence. This project will offer both theoretical frameworks and tangible projects I can implement in my classes and introduce to my colleagues. The future of English and literature pedagogy is multimodal, multi-linguistic (from spoken languages to languages of code and algorithms), and multi-disciplinary, and the self-directed objectives documented below give me space to examine and research these shifts and engage in innovative course design.

3. **Name:** SANCHEZ, Violeta

**Department:** LETTERS

**Semester requested:** Fall 2023

**Abstract:** I intend to research the genre of life writing and begin to produce an autobiographical text. In my ENGL 100 courses, we read nonfiction work, often including a memoir that centers experiences, identities, and subject matter that are relatable, validating, and/or engaging to my students. I want to devote part of my sabbatical to expanding my knowledge of autobiographical works to include more voices of marginalized and minoritized communities in my course content. I also want to begin my own autobiographical work because as a writing instructor, I believe it is important to model real-life writing for our students. Part of my pedagogical approach as a writing instructor is to encourage my students to see themselves as writers and that their stories are worthy of writing/telling/studying. By writing and sharing an autobiographical work of my own with my students, I will be better equipped to teach this genre of writing and show my students how I am challenging myself as a reader, writer, and thinker—just as I ask that they challenge themselves as they write, rewrite, and reflect on their own work.

<b>Subject:</b>  Approve Updated Course Agreement with Carlsbad Unified School District for the Spring 2023 Dual Enrollment Program	<b>Attachment:</b>  Exhibit A Spring 2023 Course Agreement
<b>Category:</b>  Consent Items	<b>Type of Board Consideration:</b> Information <input checked="" type="checkbox"/> Consent                      Action
<b>Institutional Goals:</b> <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> <input checked="" type="checkbox"/> Goal 1 <input checked="" type="checkbox"/> Goal 2 <input checked="" type="checkbox"/> Goal 3 <input checked="" type="checkbox"/> Goal 4
<b>Recommended:</b>  <hr/> Kristina Denée Pescarmona Vice President, Instructional Services	<b>Approved for Consideration:</b>  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

**BACKGROUND**

During the 2018/19 year, the Carlsbad Unified School District (CUSD) and MiraCosta Community College District entered into a dual enrollment agreement, which enabled CUSD students to enroll in MiraCosta College classes at Carlsbad and Sage Creek high schools during the regular school day to earn both high school and college credit. The program was a success, and additional agreements have continued. Instructional Services Division worked with leaders from CUSD to identify courses to be offered during the spring 2023 term, and that agreement is reflected in the courses proposed on the attached Exhibit A Spring 2023 Course Agreement. As with previous agreements, the seats in dual enrollment courses will be limited to CUSD students only.

**STATUS**

A memorandum of understanding that focused on responsibilities and general items was approved in December 2018 and is still in place. It remains in effect until either district wants to rescind or change the MOU. The individual courses agreed to each term are defined separately in the Exhibit A Course Agreement, so that the courses may be updated separately from the MOU.

**RECOMMENDATION**

Approve the new Exhibit A Spring 2023 Course Agreement with Carlsbad Unified School District to offer dual enrollment classes through MiraCosta College during spring 2023.

**EXHIBIT A  
 SPRING 2023 COURSE AGREEMENT**

**Between  
 MIRACOSTA COMMUNITY COLLEGE DISTRICT  
 and CARLSBAD UNIFIED SCHOOL DISTRICT**

This Course Agreement is being executed between MiraCosta Community College District (“MCCD”), and Carlsbad Unified School District (“CUSD”) as Exhibit A to the *Dual Enrollment Program Agreement between Carlsbad Unified School District and MiraCosta Community College District (“Dual Enrollment Program Agreement)*, the terms of which are incorporated herein by this reference. Unless otherwise expressly indicated herein, in the event of a conflict between this *Course Agreement* and the *Dual Enrollment Program Agreement*, the *Dual Enrollment Program Agreement* shall control. This *Course Agreement* is entered into between MCCD and CUSD as of the effective date set forth below.

**Effective Date of Course Agreement:** December 16, 2022

**Period of Course Agreement:** January 2023 – May 2023

**College Courses:** MCCD shall offer the following approved educational courses:

Spring 2023 Course Offerings									
Location	Course Name	Catalog #	Units	Days	Time	Faculty	Employer	Student Contact Hours	Enrollment Cap
<b>CHS</b>	COUN	100	3	Online	Async	Staff	MCCD	48-54	35
<b>SCHS</b>	COUN	100	3	Online	Async	Staff	MCCD	48-54	35
<b>CHS</b>	DESN	111	4	ARR	10:45-12:45	Staff	MCCD	64-72	22
<b>CHS</b>	BUS	147	3	Online	Async	Staff	MCCD	48-54	40

+ Please note, enrollment restrictions may exist if students chose to take a lower-level course to meet college/university major requirements.

**Notices.** Any notice, communication, or delivery required by this Agreement by either Party to the other shall be delivered to:

Carlsbad Unified School District  
 Dr. Robert Nye  
 Assistant Superintendent Instructional Services  
 6225 El Camino Real  
 Carlsbad, CA 92009






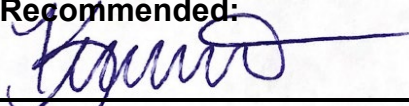
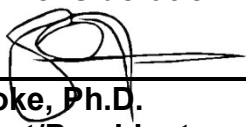
MiraCosta Community College District  
 Kristina Denée Pescarmona  
 Vice President of Instructional Services  
 1 Barnard Drive  
 Oceanside, CA 92056

**CARLSBAD UNIFIED SCHOOL DISTRICT**

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/20\_\_\_\_

**MIRACOSTA COMMUNITY COLLEGE DISTRICT**

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/20\_\_\_\_

<b>Subject:</b>  <b>Spring 2023 Program Components for the Oceanside Unified School District CCAP Dual Enrollment Program</b>	<b>Attachment:</b>  <b>Spring 2023 Program Components for OUSD CCAP</b>
<b>Category:</b>  <b>Consent Items</b>	<b>Type of Board Consideration:</b> <div style="text-align: center;">   <b>Information          Consent          Action</b> </div>
<b>Institutional Goals:</b> <a href="http://mcc_mission_statement.pdf(miracosta.edu)">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> <div style="text-align: center;">                     <b>Goal 1          Goal 2          Goal 3          Goal 4</b> </div>
<b>Recommended:</b>  <hr/> <b>Kristina Denée Pescarmona</b> <b>Vice President, Instructional Services</b>	<b>Approved for Consideration:</b>  <hr/> <b>Sunita V. Cooke, Ph.D.</b> <b>Superintendent/President</b>

**BACKGROUND**

In 2017 MiraCosta College established a College and Career Access Pathways (CCAP) Agreement for Dual Enrollment with Oceanside Unified School District (OUSD). The initial CCAP agreement with OUSD included courses in Counseling, Communications, and Mathematics. Those CCAP courses proved successful, and OUSD and MiraCosta College continued the CCAP partnership. Additional transfer and Career Education pathways have been developed for OUSD students. The attached spring 2023 Program Components for OUSD CCAP represents the currently agreed upon course offerings for the spring 2023 academic term.

**STATUS**

A memorandum of understanding (MOU) was approved in August 2017 and is still in place. Until either district wants to rescind or change the MOU, it remains in effect, but is focused on responsibilities and general items. The individual courses agreed to each term are defined separately in the Annual Program Components Agreement, so that the courses may be updated separately from the MOU.

**RECOMMENDATION**

Approve the Spring 2023 Program Components for the OUSD CCAP Dual Enrollment Program to offer dual enrollment classes through MiraCosta College during spring 2023.

**APPENDIX**  
**OCEANSIDE UNIFIED SCHOOL DISTRICT CCAP**  
**SPRING 2023 PROGRAM COMPONENTS**

**Courses of Instruction:** MCCD will schedule classes each semester at OUSD high schools to prepare students for college success. Students from El Camino, Oceanside, and Surfside high schools will be eligible to enroll in the course offerings listed below.

**Estimated Number of Students to be Served: 329**

**Total Sections: 9**

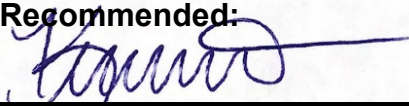
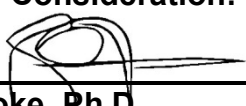
<b>Spring 2023 Course Offerings</b>									
<b>Location</b>	<b>Course Name</b>	<b>Catalog #</b>	<b>Units</b>	<b>Days</b>	<b>Time</b>	<b>Faculty</b>	<b>Employer</b>	<b>Student Contact Hours</b>	<b>Enrollment Cap</b>
<b>Online</b>	ADM	200	3	Online	Async	Staff	MCCD	48-54	40
<b>Online</b>	BTEC	107	3	Online	Async	Staff	MCCD	48-54	35
<b>Online</b>	CHLD	210	3	Online	Async	Staff	MCCD	48-54	40
<b>Online</b>	PHIL	102	3	MW (Zoom)	5:00- 6:20	Staff	MCCD	48-54	40
<b>CLC</b>	CSIT	180	5	W +online	4:30- 7:35	Staff	MCCD	80-90	24
<b>SEA</b>	BUS	147	3	MW	1:15- 2:45	Staff	MCCD	48-54	40
<b>SEA</b>	HOSP	133	3	TTh	1:15- 2:45	Staff	MCCD	48-54	40
<b>OHS</b>	MATH	115	5	MTWTh +online	9:30- 10:20	Staff	MCCD	80-90	35
<b>ECHS</b>	MATH	115	5	MTWTh +online	9:30- 10:20	Staff	MCCD	80-90	35

Criteria used to select courses in a dual enrollment program:

- Applicability of course towards post-secondary educational goals (major and general education)
- Transferability to the University of California and California State University systems
- Applicability of skills in the high school environment as well as in post-secondary education
- Completion of coursework in a Career Education pathway, leading to in-demand workforce skills attainment and gainful employment.

**Books and Instructional Materials** – The total cost of books and instructional materials for OUSD students participating as part of this CCAP Agreement will be borne by OUSD.



<b>Subject:</b>  <b>Approve Updated Course Agreement with San Dieguito Union High School District for the Spring 2023 Dual Enrollment Program</b>	<b>Attachment:</b>  <b>Exhibit A Spring 2023 Course Agreement</b>
<b>Category:</b>  <b>Consent Items</b>	<b>Type of Board Consideration:</b> <div style="display: flex; justify-content: space-around; align-items: center;"> <span>Information</span> <span style="text-align: center;">✓ Consent</span> <span>Action</span> </div>
<b>Institutional Goals:</b> <a href="http://mcc_mission_statement.pdf(miracosta.edu)"><u>mcc_mission_statement.pdf (miracosta.edu)</u></a>	<b>Institutional Goal Supported:</b> <div style="display: flex; justify-content: space-around; align-items: center;"> <span style="text-align: center;">✓ Goal 1</span> <span style="text-align: center;">✓ Goal 2</span> <span style="text-align: center;">✓ Goal 3</span> <span style="text-align: center;">✓ Goal 4</span> </div>
<b>Recommended:</b>  <hr/> <b>Kristina Denée Pescarmona</b> <b>Vice President, Instructional Services</b>	<b>Approved for Consideration:</b>  <hr/> <b>Sunita V. Cooke, Ph.D.</b> <b>Superintendent/President</b>

**BACKGROUND**

During the 2014-2015 academic year, the San Dieguito Union High School District (SDUHSD) and MiraCosta Community College District (MCCCD) entered into a dual enrollment agreement, which enabled SDUHSD students to enroll in MiraCosta College classes at Canyon Crest Academy, La Costa Canyon, San Dieguito Academy, and Torrey Pines High Schools during the regular school day to earn both high school and college credit. The program was a success, and additional agreements have continued. The Instructional Services Division worked with leaders from SDUHSD to identify courses to be offered during the spring 2023 term, and that agreement is reflected in the courses proposed on the attached Exhibit A Spring 2023 Course Agreement. As with previous agreements, the seats in dual enrollment courses will be limited to SDUHSD students only.

**STATUS**

A revised memorandum of understanding, focused on responsibilities and general items, was approved in September 2020. It remains in effect until either district wants to rescind or change the MOU. The individual courses agreed to each term are defined separately in the Exhibit A Course Agreement, so that the courses may be updated separately from the MOU.

**RECOMMENDATION**

Approve the new Exhibit A Spring 2023 Course Agreement with San Dieguito Union High School District to offer dual enrollment classes through MiraCosta College during Spring 2023.

**EXHIBIT A  
 SPRING 2023 COURSE AGREEMENT**

**Between  
 MIRACOSTA COMMUNITY COLLEGE DISTRICT and  
 SAN DIEGUITO UNION HIGH SCHOOL DISTRICT**

This Course Agreement is being executed between MiraCosta Community College District (“MCCD”), and San Dieguito Union High School District (“SDUHSD”) as Exhibit A to the *Dual Enrollment Program Agreement between San Dieguito Union High School District and MiraCosta Community College District (Dual Enrollment Program Agreement)*, the terms of which are incorporated herein by this reference. Unless otherwise expressly indicated herein, in the event of a conflict between this *Course Agreement* and the *Dual Enrollment Program Agreement*, the *Dual Enrollment Program Agreement* shall control. This *Course Agreement* is entered into between MCCD and SDUHSD as of the effective date set forth below.

**Effective Date of Course Agreement:** December 16, 2022

**Period of Course Agreement:** January 2023 – May 2023

**College Courses:** MCCD shall offer the following approved educational courses:

Spring 2023 Course Offerings									
Location	Course Name	Catalog #	Units	Days	Time	Faculty	Employer	Student Contact Hours	Enrollment Cap
CCA	MATH	260	4	Arr	Arr	Staff	SDUHSD	80-90	35
CCA	MATH	270	4	Arr	Arr	Staff	SDUHSD	64-82	35
LCCHS	MATH	270	4	Arr	Arr	Staff	SDUHSD	80-90	35
LCCHS	MATH	115	4	Arr	Arr	Staff	SDUHSD	64-82	35
LCCHS	MATH	115	4	Arr	Arr	Staff	SDUHSD	64-82	35
LCCHS	DRAM	105	3	Arr.	Arr.	Staff	SDUHSD	48-54	40
TPHS	MATH	270	4	Arr	Arr	Staff	SDUHSD	64-72	35
TPHS	MATH	260	4	Arr	Arr	Staff	SDUHSD	80-90	35
TPHS	AUTO	200	4	Arr.	Arr	Staff	SDUHSD	80-90	25

+ Please note, enrollment restrictions may exist if students chose to take a lower-level course to meet college/university major requirements.

**Notices.** Any notice, communication, or delivery required by this Agreement by either Party to the other shall be delivered to:

San Dieguito Union High School District  
 Bryan Marcus  
 Associate Superintendent of Education Svcs.  
 4100 Normal Street  
 San Diego, CA 92103

MiraCosta Community College District  
 Denee Pescarmona  
 Vice President of Instructional Svcs.  
 1 Barnard Drive  
 Oceanside, CA 92056

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT**



APPROVED BY: \_\_\_\_\_  
 \_\_\_\_\_ / \_\_\_\_\_ /20

Date:

**MIRACOSTA COMMUNITY COLLEGE DISTRICT**

APPROVED BY: \_\_\_\_\_  
 \_\_\_\_\_ / \_\_\_\_\_ /20

Date:

<b>Subject:</b> <b>Ratify Approval of Guaranteed Maximum Price (GMP) and Execution of Change Order to the Design Build Contract for Oceanside Reno Building 1200 Library Project Memorializing Same</b>	<b>Attachment:</b>  None
<b>Category:</b>  Consent Items	<b>Type of Board Consideration:</b> Information <input checked="" type="checkbox"/> Consent                      Action
<b>Institutional Goals:</b> <a href="http://mcc_mission_statement.pdf">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> <input checked="" type="checkbox"/> Goal 1 <input checked="" type="checkbox"/> Goal 2 <input checked="" type="checkbox"/> Goal 3 <input checked="" type="checkbox"/> Goal 4
<b>Recommended:</b>  <hr/> <b>Tim Flood</b> Assistant Superintendent/Vice President, Administrative Services	<b>Approved for Consideration:</b>  <hr/> <b>Sunita V. Cooke, Ph.D.</b> Superintendent/President

**BACKGROUND**

On November 19, 2020, the board approved the award of a design-build contract for Collaboration Phase Services and Design Through Agency Approval and Final Guaranteed Maximum Price Phase Services (“Contract”) for the Oceanside Library Building Renovation project (“Project”) to Level 10 Construction, Inc. and Architects Mosher Drew (“DBE”). Via this same board agenda item, the board directed district staff to bring the final proposed Guaranteed Maximum Price (“GMP”) for the Construction Phase of the Project back to the board for approval when district staff has received same from the DBE.

On September 15, 2022, the board approved agenda item X.C authorizing the assistant superintendent/vice president, administrative services (“Vice President”) to approve the GMP and execute a change order to the Contract memorializing same as long as the amount of the GMP did not bring the total Contract value above the established Project budget of \$32,480,013, and district staff brought the GMP approval and resulting change order before the board for ratification within 60 days of the assistant superintendent/vice president approving and executing same. This board approval was based on recommendations from district staff, the Program Management Office (“PMO”) and outside legal counsel, Cauvel & Dacey, P.C., as well as the authority provided to the district by the legislature pursuant to, without limitation, Education Code sections 81655, 81656 and 70902(a)(1) and (d).

**STATUS**

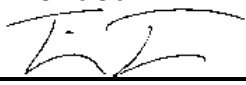
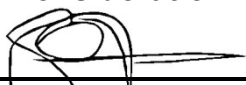
Pursuant to the Project Contract, the DBE presented to the PMO for its review and approval, a GMP for the Construction Phase of the Project. After negotiations, the PMO and DBE agreed

to a GMP for the Construction Phase of the Project in the amount of \$20,056,322, which was determined to be within the established Project budget of \$32,480,013.

Upon the recommendation of the PMO, and pursuant to the assistant superintendent/vice president's authority approved by the board at its September 15, 2022, meeting, on October 28, 2022, the assistant superintendent/vice president approved the GMP in the amount of \$20,056,322 and executed a change order to the Project Contract to memorialize same. District staff is bringing this change order to the board for ratification.

## **RECOMMENDATION**

Given the foregoing, district staff and the PMO recommend that the board ratify the assistant superintendent/vice president's approval of the GMP and execution of the change order to the Contract to memorialize same in the amount of \$20,056,322 for the Oceanside Reno Building 1200 Library project.

<b>Subject:</b>  Approve License Agreement for Farmers' Market at MiraCosta College, San Elijo Campus	<b>Attachment:</b>  <a href="#">License Agreement for Farmers' Market</a>
<b>Category:</b>  Consent Items	<b>Type of Board Consideration:</b> Information <input checked="" type="checkbox"/> Consent                      Action
<b>Institutional Goals:</b> <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> <input checked="" type="checkbox"/> Goal 1 <input checked="" type="checkbox"/> Goal 2                      Goal 3 <input checked="" type="checkbox"/> Goal 4
<b>Recommended:</b>  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	<b>Approved for Consideration:</b>  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

**BACKGROUND**

District staff and Cardiff 101 Main Street (Cardiff 101) have worked to come to an agreement that will allow Cardiff 101 to conduct a weekly farmers' market on Saturdays at the San Elijo Campus. The license agreement meets the district's institutional goal two by providing the San Elijo community with access to fresh, nutritious fruit, vegetables, and other food products. The license agreement also meets goal four by maximizing use of district and community resources. There is an extremely limited use of the San Elijo campus' parking lots on weekend days, conducting the farmers market on a weekend day allows the district to make use of a resource for the benefit of the San Elijo community.

Additionally, students and potential students visiting the farmers market will have access to the district booths, allowing district personnel to "meet students where they are" at the farmers' market. District booths may be used by students and student groups to promote student activities, offer student made craft products for sale, and other similar activities. These activities meet goal one of the district's institutional goals by providing students the opportunity to bridge classroom learning and real-world experience.

**STATUS**

The license agreement between the district and Cardiff 101 establishes the right of Cardiff 101 to conduct a weekly farmers market on Saturdays in parking lots SAN 1, SAN 2, and SAN 3 at the San Elijo campus. Essential terms of the license agreement include:

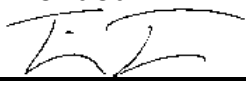
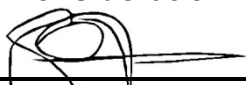
- 8AM to 4PM use of parking lots; set up time from 8AM-10AM; market hours from 10AM to 2PM and breakdown from 2PM to 4PM.
- Initial three-month term; March 4, 2023, to June 4, 2023; Cardiff 101 with right to renew for four additional twelve-month terms.

- Cardiff 101 will be responsible for vendor selection, site clean-up during market days, providing portable restroom facilities on market days, and arranging for pick-up of market day trash, recyclable items, and compostable items.
- Cardiff 101 will be responsible for providing liability/workers compensation insurance and will be responsible for requiring vendors to maintain liability/workers compensation insurance.
- \$2,600 monthly license charge.
- The district will be provided five market booths without charge.
- Market offerings: certified farmers market, craft goods, services, prepared food/beverage items, and food trucks.

The license agreement is the result of an extensive effort between District staff and Cardiff 101. Mutual agreement has been reached on all terms and conditions of the license agreement and Cardiff 101 has executed the license agreement.

## **RECOMMENDATION**

Approve the assistant superintendent/vice president, administrative services to execute the license agreement with Cardiff 101 for a farmers' market at the San Elijo Campus.

<b>Subject:</b>  Approve American Institute for Foreign Study (AIFS) Faculty-Led Study Abroad to Florence, Italy – Summer 2023	<b>Attachment:</b>  <a href="#">Basic Services Agreement with AIFS</a>
<b>Category:</b>  Consent Items	<b>Type of Board Consideration:</b> Information <input checked="" type="checkbox"/> Consent                      Action
<b>Institutional Goals:</b> <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> Goal 1 <input checked="" type="checkbox"/> Goal 2                      Goal 3                      Goal 4
<b>Recommended:</b>  _____ Tim Flood Assistant Superintendent/Vice President, Administrative Services	<b>Approved for Consideration:</b>  _____ Sunita V. Cooke, Ph.D. Superintendent/President

**BACKGROUND**

Study abroad is a cornerstone of effective practice in the sphere of international education, and the provision of opportunities for students to study abroad helps fulfill Administrative Procedure 4026 - Philosophy and Criteria for International Education, as well as institutional goal two and institutional strategies outlined in the education plan.

The International Education Advisory Committee (IEAC) has focused on developing short-term study-abroad experiences as a key means to support student access. Greater affordability and reduced time commitments needed for short-term programs have proven to increase equitable access to study abroad for MiraCosta College students from various backgrounds. This was demonstrated in the summer 2022 program MiraCosta College piloted in Florence, Italy. With the current proposal, the American Institute for Foreign Study (AIFS) looks to build on that success by extending into a second year. During the 2022 Florence program, 46 percent of the participants came from households with annual incomes below \$49,999, and 47 percent of participating students were Hispanic/Latinx. The district continues to seek to ensure a high level of equitable access to study abroad as future programs are developed and implemented. This AIFS proposal is closely aligned with the program offered in summer 2022.

**STATUS**

The efforts to reinitiate a MiraCosta College faculty-led study abroad program have been years in the making. The IEAC has worked in dialogue with the assistant superintendent/vice presidents of instruction and student services to develop this proposal in accordance with the process laid out in the college’s Education Abroad Handbook. During the academic year 2021/22, the IEAC followed a solicitation and review of proposals from travel organizations to administer a summer 2023 program. Based on the review of proposals, The AIFS was

identified as the preferred provider to organize a summer program in Florence, Italy. Given the positive experience with AIFS in 2022, the district seeks to continue to work with them.



The study abroad program is planned for June 7, 2023, through July 5, 2023. Participants will enroll for two summer courses, ITAL 121 (Introduction to Italian Culture), taught by Professor Andrea Petri, and DESN 107 (History of Western Architecture), taught by Professor David Parker. The program will be organized and arranged by AIFS, which will offer homestay and pension accommodations ranging between \$3,835-\$3,985, depending on the number of participant travelers (see Exhibit B of the agreement). The program itinerary is summarized in the proposal (Exhibit B of the agreement).

Financial aid opportunities will be provided through the Office of Financial Aid for those students who qualify. There is no impact on the general fund.

## **RECOMMENDATION**

Approve the AIFS Service Agreement for faculty-led study abroad to Florence, Italy, summer 2023.



<b>Subject:</b>  Approve Contract with Career America, LLC (dba Ocelot) for Chatbot Software	<b>Attachment:</b>  •Original Agreement •Increased Services Agreement
<b>Category:</b>  Consent Items	<b>Type of Board Consideration:</b>  Information <input checked="" type="checkbox"/> Consent                      Action
<b>Institutional Goals:</b> <a href="http://mcc_mission_statement.pdf">mcc_mission_statement.pdf</a> (miracosta.edu)	<b>Institutional Goal Supported:</b>  Goal 1                      Goal 2 <input checked="" type="checkbox"/> Goal 3                      Goal 4
<b>Recommended:</b>   <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	<b>Approved for Consideration:</b>   <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

**BACKGROUND**

Pursuant to Board Resolution No. 21-19/20, Emergency Conditions and Response to COVID-19 authorizing the superintendent/president and/or their designee to take any and all actions necessary to ensure the continuation of public education, and the health and safety of the students and staff through relocation and the provision of alternative educational program options, the district entered into an agreement with Career America LLC, (dba Ocelot) for chatbot software. The Ocelot software provides automated answers to questions from students using a bank of answers and artificial intelligence. This mode of delivery of information was vital in decreasing the risk of exposure to COVID-19 and limits the need for in-person interactions between students and college personnel regarding frequently asked questions.

**STATUS**

The district entered into an agreement in April 2020 for the period of July 15, 2020, through July 14, 2023, for a total contract value of \$82,500. In September 2020, the need for additional services was identified, resulting in an increase of \$46,042 through the contract expiration period, for a total not to exceed value of \$128,542. 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 year three of this agreement exceeds the bid level, the agreement is being presented to the board to be ratified.

Funds for this purchase are allocated through CARES.

**RECOMMENDATION**

Authorize the director of purchasing and material management to proceed with Ocelot with the total contract value not to exceed \$128,542.



## CONTRACT OF SERVICE

Pursuant to Master Services Agreement No. 00003389 (“Master Agreement”) by and between the Foundation for California Community Colleges (“Foundation”) and Career America LLC dba Ocelot (“Ocelot”) executed April 17, 2020, for the purchase of products and services, as agreed upon in Exhibit F of said Master Agreement by Participating Agencies, the execution of this Contract of Service (“Contract of Service”), constitutes the agreement between Ocelot and MiraCosta College (“Client” or “Institution”), encompassing the attached Invoice and End User License Agreement, which are hereby incorporated in this Contract of Service by reference, for services to begin on 7/15/2020. Pricing as offered assumes contract approval on or before Contract Start Date.

### 1. TOTAL CONTRACT

Item	Quantity	Description	Unit Amount	Total Amount
GetAnswers Service with Enrollment Management Chatbot	3.00	24/7/365 Artificially Intelligent Enrollment Management Chatbot	\$27,500.00	\$82,500.00
Chatbot SET-UP Fee	1.00	One-time Set-Up Charge for Chatbot	\$5,000.00	\$5,000.00
Multilingual Chatbot	3.00	Multilingual Chatbot	\$0.00	\$0.00
CCC Access & Equity Support Pack	3.00	Includes content modules for CalWORKS, EOPS / Care, Title IX (once released) and Disability Services.	\$0.00	\$0.00
LiveChat	3.00	Live Chat enabled for chatbot departments supported under the contract.	\$0.00	\$0.00
Discount: Set-Up Fee Waived	1.00	Set-Up Fee has been waived	-\$5,000.00	-\$5,000.00

Shipping & Handling 0.00

Sales Tax 0.00

**TOTAL AGREEMENT PRICE \$82,500.00**

\$5000 set-up fee is being waiver with a 3-year agreement.

### 2. ORDER ADD-ONS

This contract includes the flexibility to order additional services – including but not limited to custom developed technology solutions - within the Term of this agreement. Item(s) will be invoiced separately and will be bound to this agreement, or a new agreement, as indicated by Ocelot.

### 3. TERM

Start Date: 7/15/2020 End Date: 7/14/2023

**4. PAYMENT SCHEDULE**

<b>Due Date</b>	<b>Amount</b>
7/18/2020	27,500.00
7/15/2021	27,500.00
7/15/2022	27,500.00

Checks made payable to CareerAmerica, LLC

**5. RENEWAL CONTRACT OPPORTUNITY**

This contract will automatically renew at the conclusion of the term. Client may opt-out of renewal by notifying Ocelot in writing at least 30 days prior to the conclusion.

**6. PRICE CAP ON RENEWAL CONTRACT**

At the conclusion of this contract, the pricing for the current items ordered will increase by no more than 6%.

**7. SIGNATURES**

MiraCosta College

Ocelot

*Peggy Stroita*

*Damon Vangelis*

Signature

<i>Peggy Stroita</i>	<b>Name</b>	Damon Vangelis
<i>Interim Director of Purchasing</i>	<b>Title</b>	CEO
<i>7-7-20</i>	<b>Date</b>	6/18/2020



# INVOICE

CareerAmerica, LLC  
 PO Box 7139  
 Boulder, CO 80306

Invoice #	Invoice Date	Payment Due Date	PO#
0510-01	6/18/2020	7/18/2020	

**Bill To:**  
 MiraCosta College  
 One Barnard Dr  
 Oceanside, CA 92056-3899

**Contract Services Description**

Item	Quantity	Description	Unit Amount	Total Amount
GetAnswers Service with Enrollment Management Chatbot	3.00	24/7/365 Artificially Intelligent Enrollment Management Chatbot	27,500.00	82,500.00
Chatbot SET-UP Fee	1.00	One-time Set-Up Charge for Chatbot	5,000.00	5,000.00
Multilingual Chatbot	3.00	Multilingual Chatbot	0.00	0.00
CCC Access & Equity Support Pack	3.00	Includes content modules for CalWORKS, EOPS / Care, Title IX (once released) and Disability Services.	0.00	0.00
LiveChat	3.00	Live Chat enabled for chatbot departments supported under the contract.	0.00	0.00
Discount: Set-Up Fee Waived	1.00	Set-Up Fee has been waived	-5,000.00	-5,000.00

Shipping & Handling 0.00  
 Sales Tax 0.00

**AMOUNT DUE THIS INVOICE \$27,500.00**

\$5000 set-up fee waived with 3-year agreement. Year 1: 7/15/2020 - 7/14/2021

**Payment Terms: Net 30 upon PO/Signed Contract**

Phone # (303) 351-2546	Fax # (810) 958-5113	Email orders@ocelotbot.com
Website www.ocelotbot.com	Federal Tax ID 84-4047861	

Ocelot, FATV, GetAnswers, GetSAP, and GetSAP+ are services of Career America, LLC.  
 All payments should be made payable to CareerAmerica, LLC

## END USER LICENSE AGREEMENT

**NOTICE TO ALL USERS:** Please read this contract carefully. By utilizing this service, you (the relevant entity) agree that this agreement is enforceable like any written contract signed by you.

### 1. Definitions

- a. "Service" means (a) all of the contents of the digital files, or other media (including electronic media) with which this Agreement is provided or such contents as are hosted by Ocelot (CareerAmerica, LLC) or any authorized partners, including but not limited to (i) computer information or software; (ii) related explanatory materials in printed, electronic, or online form ("Documentation"); and (b) upgrades, modified or subsequent versions and updates (collectively "Updates"), and Software, if any, licensed to you by CareerAmerica, LLC or an Authorized Partner as part of a maintenance contract or service subscription.
- b. "Use" or "Using" means to access, install, download, copy or otherwise benefit from using the Service.
- c. "Computer" means a device that accepts information in digital or similar form and manipulates it for a specific result based upon a sequence of instructions.
- d. "Ocelot" means a customizable online educational service created and serviced by CareerAmerica, LLC.

**2. License Grant.** Subject to the payment of the applicable license fees, and subject to the terms and conditions of this Agreement, CareerAmerica, LLC hereby grants to you a non-exclusive, non-transferable license to use a custom version of this Service on your website, for access and viewing by your faculty and staff, students, their family members and/or guardians, website visitors, and prospective students and their family members and/or guardians.

**3. Term.** Unless earlier terminated as set forth herein, this Agreement is effective for the term set forth in the Invoice and/or Contract of Service (if supplied), and may be extended for additional terms and pricing upon written agreement by the Parties. This Agreement will terminate automatically if you fail to comply with any of the limitations or other requirements described herein. Upon any termination or expiration of this Agreement, you must cease use of the Service and destroy all copies of the digital files and Documentation.

**4. Start Date for Subscription.** Subscription start dates shall be determined at the outset of the Agreement. Standard practice is for the subscription to begin the day the service is provided by CareerAmerica, LLC to the Client. However, at the discretion of CareerAmerica, LLC, the start date may be delayed in order to accommodate delays in launching by the Client. In the case of a delayed launch, start dates will be no later than 60 days from the date of the signed agreement or the receipt by CareerAmerica, LLC of a purchase order (whichever is later), unless otherwise agreed to by CareerAmerica, LLC at the outset of the Agreement.

**5. Updates.** This license is limited to the version of the Service delivered by CareerAmerica, LLC. Throughout the Term of this Agreement, CareerAmerica, LLC shall make reasonable efforts to update the content of its service as needed to reflect material changes in applicable laws and/or regulations.

**6. Ownership Rights.** The Ocelot Service and its content are protected by United States copyright laws. CareerAmerica, LLC owns and retains all right, title, and interest in and to the Service, including all copyrights, patents, trade secret rights, trademarks, and other intellectual property rights therein. Your installation or Use of the Ocelot service does not transfer to you any title to the intellectual property in the Service, and you will not acquire any rights to the Service except as expressly set forth in this Agreement. You retain ownership in any content or material that is provided to CareerAmerica, LLC (referred to herein as the "Customer Materials") and this Agreement does not provide CareerAmerica, LLC with any right to use such Customer Materials other than as necessary to perform its obligations under this Agreement.

**7. Multiple Copies.** If your service subscription includes multiple media format – such as DVD – you are not permitted to make copies of this media. You are permitted to use the Service on your institution's website. However, you are not permitted to knowingly or intentionally permit another institution to access your Service.

**8. Video Files.** If you elect to utilize any video files provided by CareerAmerica, LLC through the file-share system, these files are only to be used as part of a school-based (closed) signage system for the term of your subscription. The video files are the property of CareerAmerica, LLC, and may not be duplicated, shared, or otherwise transmitted for use by a third party, or used online without prior written permission of CareerAmerica, LLC. If your subscription ends, you are not permitted to use the video files without the permission of CareerAmerica, LLC.

**9. Restrictions.** You may not sell, lease, license, rent, loan, resell, or otherwise transfer, with or without consideration, the Service or any of its knowledgebase or video content. You may not reverse engineer, decompile, or disassemble the Service, except to the extent the foregoing restriction is expressly prohibited by applicable law. You may not modify, or create derivative works based upon, the Service in whole or in part. You may not knowingly permit third parties (institutions, corporations, agencies, etc) to benefit from the use or functionality of the Service or the video clips. [This shall not be construed to refer to students benefiting intellectually from the educational benefit of the Service.] You may not back-up or otherwise copy any Ocelot digital content, or upload it to any other services or websites.

**10. Warranty and Disclaimer.** Subscriptions run for 1 year unless otherwise specified in the Agreement. Pro-rated subscriptions are permissible (e.g. your fiscal year is already in progress and you wish to purchase a subscription for the remaining months of your fiscal year), but must be specified in the Contract of Service or Invoice. CareerAmerica, LLC strives to make sure its Service is free from interruption; however, we make no guarantees that it will be error-free.

- a. **Uptime Commitment.** CareerAmerica, LLC will use commercially reasonable efforts to ensure that the Ocelot Service is available 24 hours a day, 7 days a week, with a monthly uptime goal of 99%. As used herein, "Ocelot Uptime" is calculated by taking the total

number of minutes in a calendar month less the number of minutes of Ocelot Downtime in the calendar month, divided by the total number of minutes in the calendar month. As used herein, "Ocelot Downtime" means if Ocelot Content and player are not being distributed or the Ocelot server is down, provided, however, that the following events will not be included as Ocelot Downtime: (a) causes beyond CareerAmerica LLC's reasonable control, and (b) scheduled maintenance on the Ocelot Service ("Scheduled Maintenance") up to 8 hours per calendar month (the "Maintenance Limit"); all Scheduled Maintenance shall either be conducted (i) between the hours of 12:00 AM (ET) and 6:00 AM (ET) or (ii) at any time after supplying Client with 3 days advance notice (the "Maintenance Windows"). Any Schedule Maintenance conducted in excess of the Maintenance Limit or outside of the Maintenance Windows shall be included in the calculation of Ocelot Downtime. Client will promptly notify CareerAmerica, LLC of any failure to receive Ocelot Content, whereupon CareerAmerica, LLC will evaluate the report in order to determine whether or not such failure qualifies as Ocelot Downtime.

- b. **Remedy for Excess Downtime.** If Ocelot Downtime is greater than 1% in a given month, Client shall be given an extension of the Agreement in the amount of downtime.

These provisions are Client's sole and exclusive remedy for Ocelot Downtime and any failure to meet the terms of this Agreement. To request an Ocelot Service Extension credit, Client must contact CareerAmerica, LLC within 30 days after the end of the month in which the Service Extension Credit was earned. Multiple Ocelot Downtime events occurring simultaneously shall be considered a single Ocelot Downtime event.

**11. Limitation of Liability.** Under no circumstances and under no legal theory, whether in tort, contract, or otherwise, shall either party, or its authorized partners or suppliers, be liable to each other or to any other person for loss of profits, loss of goodwill, or any indirect, special, incidental, or consequential damages, or damages for gross negligence of any character including, without limitation, damages for loss of goodwill, work stoppage, computer failure or malfunction, or for any other damage or loss, even if either party has been advised of the possibility of such damages. In no event shall CareerAmerica, LLC, or its authorized partners, be liable for any damages in excess of the contract price for the Ocelot Service, if any.

**12. Governing Law.** This Agreement will be governed by and construed in accordance with the substantive laws in force in the State of California, without regard to its conflict of law provisions.

**13. Audit for Volume Licenses.** CareerAmerica, LLC reserves the right to periodically audit (verify enrollment and review your use of Ocelot) your institution to ensure that you are using the appropriate Service license, and are not in violation of this Agreement.

**14. Logos and Symbols.** As a customer in good standing with CareerAmerica, LLC, your institution has the right to use our Ocelot logo on your website and/or any marketing materials you create so long as they are used to indicate current usage of Ocelot.

**15. White Labeling.** As a customer, you are permitted to "white label" Ocelot's services. You agree that any name, avatar, or other branding that you utilize in this regard is taken at your own risk of any violations of trademarks, etc., and you also agree to bear the consequences of your choices.

CareerAmerica, LLC bears no responsibility for any names, avatars, or branding that you choose to utilize.

**16. Miscellaneous.** This Agreement sets forth all rights for the user of our Services and is the entire agreement between the parties. This Agreement may not be modified except by a written addendum issued by a duly authorized representative of CareerAmerica, LLC. No provision hereof shall be deemed waived unless such waiver shall be in writing and signed by CareerAmerica, LLC. If any provision of this Agreement is held invalid, the remainder of this Agreement shall continue in full force and effect.

**17. Customer Support.** If you have any questions concerning these terms and conditions, please call (888) 704-9090 or request help through our website located at [www.ocelotbot.com](http://www.ocelotbot.com).





**CONTRACT OF SERVICE**

Pursuant to Master Services Agreement No. 00003389 (“Master Agreement”) by and between the Foundation for California Community Colleges (“Foundation”) and Career America LLC dba Ocelot (“Ocelot”) executed April 17, 2020, for the purchase of products and services, as agreed upon in Exhibit F of said Master Agreement by Participating Agencies, the execution of this Contract of Service (“Contract of Service”), constitutes the agreement between Ocelot and MiraCosta College (“Client” or “Institution”), encompassing the attached Invoice and End User License Agreement, which are hereby incorporated in this Contract of Service by reference, for services to begin on 9/15/2020. Pricing as offered assumes contract approval on or before Contract Start Date.

**1. TOTAL CONTRACT**

Item	Quantity	Description	Unit Amount	Total Amount
Chatbot: Campus Wide	2.00	Chatbot for Entire Campus	\$16,250.00	\$32,500.00
Chatbot: Campus Wide Pro-Rated	1.00	Campus wide Pro-Rated Chatbot (partial year)	\$13,542.00	\$13,542.00
Chatbot SET-UP Fee	1.00	One-time Set-Up Charge for Chatbot	\$7,500.00	\$7,500.00
LiveChat	3.00	Live Chat enabled for chatbot departments supported under the contract. Up to 100 Live Chat Agent Licenses.	\$0.00	\$0.00
Discount: Set-Up Fee Waived	1.00	Set-Up Fee has been waived	\$-7,500.00	\$-7,500.00

Shipping & Handling 0.00  
Sales Tax 0.00

**TOTAL AGREEMENT PRICE \$46,042.00**

34 month contract to align with current Enrollment Management chatbot contract that began on 7/15/20.

Live Chat will be available for up to 100 users total at no additional cost to reflect the initial MSA agreement offering live chat included with no caps.

1st invoice will be for 10 months (9/15/20 - 7/14/21) to align invoices to be paid at the same time (7/15 of each year) going forward.

\$7500 set-up fee waived with multiyear agreement.

**2. ORDER ADD-ONS**

This contract includes the flexibility to order additional services – including but not limited to custom developed technology solutions - within the Term of this agreement. Item(s) will be invoiced separately and will be bound to this agreement, or a new agreement, as indicated by Ocelot.

10/15/2020

**3. TERM**

**Start Date: 9/15/2020 End Date: 7/14/2023**

**4. PAYMENT SCHEDULE**

Due Date	Amount
9/27/2020	13,542.00
7/15/2021	16,250.00
7/15/2022	16,250.00

Checks made payable to CareerAmerica, LLC

**5. RENEWAL CONTRACT OPPORTUNITY**

This contract will automatically renew at the conclusion of the term. Client may opt-out of renewal by notifying Ocelot in writing at least 30 days prior to the conclusion.

**6. PRICE CAP ON RENEWAL CONTRACT**

At the conclusion of this contract, the pricing for the current items ordered will increase by no more than 6%.

**7. SIGNATURES**

MiraCosta College

Ocelot

*Reggy Stronika*

*Damon Vangelis*

Signature

<i>Reggy Stronika</i>	<b>Name</b>	Damon Vangelis
<i>Interim Director of Purchasing</i>	<b>Title</b>	CEO
<i>9-1-20</i>	<b>Date</b>	8/27/2020



# INVOICE

CareerAmerica, LLC  
 PO Box 7139  
 Boulder, CO 80306

Invoice #	Invoice Date	Payment Due Date	PO#
0510-04	8/27/2020	9/27/2020	

**Bill To:**  
 MiraCosta College  
 One Barnard Dr  
 Oceanside, CA 92056-3899

**Contract Services Description**

Item	Quantity	Description	Unit Amount	Total Amount
Chatbot: Campus Wide	2.00	Chatbot for Entire Campus	16,250.00	32,500.00
Chatbot: Campus Wide Pro-Rated	1.00	Campus wide Pro-Rated Chatbot (partial year)	13,542.00	13,542.00
Chatbot SET-UP Fee	1.00	One-time Set-Up Charge for Chatbot	7,500.00	7,500.00
LiveChat	3.00	Live Chat enabled for chatbot departments supported under the contract. Up to 100 Live Chat Agent Licenses.	0.00	0.00
Discount: Set-Up Fee Waived	1.00	Set-Up Fee has been waived	-7,500.00	-7,500.00

Shipping & Handling 0.00  
 Sales Tax 0.00

**AMOUNT DUE THIS INVOICE \$13,542.00**

1st invoice will be for 10 months (9/15/20 - 7/14/21) to align invoices to be paid at the same time (7/15 of each year) going forward.

\$7500 set-up fee waived with multiyear agreement.

Year 1: 9/15/20 - 7/14/21

**Payment Terms: Net 30 upon PO/Signed Contract**

<b>Phone #</b> (303) 351-2546	<b>Fax #</b> (810) 958-5113	<b>Email</b> orders@ocelotbot.com
<b>Website</b> www.ocelotbot.com	<b>Federal Tax ID</b> 84-4047861	

Ocelot, FATV, GetAnswers, GetSAP, and GetSAP+ are services of Career America, LLC.  
 All payments should be made payable to CareerAmerica, LLC

## END USER LICENSE AGREEMENT

NOTICE TO ALL USERS: Please read this contract carefully. By utilizing this service, you (the relevant entity) agree that this agreement is enforceable like any written contract signed by you.

### 1. Definitions

- a. "Service" means (a) all of the contents of the digital files, or other media (including electronic media) with which this Agreement is provided or such contents as are hosted by Ocelot (CareerAmerica, LLC) or any authorized partners, including but not limited to (i) computer information or software; (ii) related explanatory materials in printed, electronic, or online form ("Documentation"); and (b) upgrades, modified or subsequent versions and updates (collectively "Updates"), and Software, if any, licensed to you by CareerAmerica, LLC or an Authorized Partner as part of a maintenance contract or service subscription.
- b. "Use" or "Using" means to access, install, download, copy or otherwise benefit from using the Service.
- c. "Computer" means a device that accepts information in digital or similar form and manipulates it for a specific result based upon a sequence of instructions.
- d. "Ocelot" means a customizable online educational service created and serviced by CareerAmerica, LLC.

**2. License Grant.** Subject to the payment of the applicable license fees, and subject to the terms and conditions of this Agreement, CareerAmerica, LLC hereby grants to you a non-exclusive, non-transferable license to use a custom version of this Service on your website, for access and viewing by your faculty and staff, students, their family members and/or guardians, website visitors, and prospective students and their family members and/or guardians.

**3. Term.** Unless earlier terminated as set forth herein, this Agreement is effective for the term set forth in the Invoice and/or Contract of Service (if supplied), and may be extended for additional terms and pricing upon written agreement by the Parties. This Agreement will terminate automatically if you fail to comply with any of the limitations or other requirements described herein. Upon any termination or expiration of this Agreement, you must cease use of the Service and destroy all copies of the digital files and Documentation.

**4. Start Date for Subscription.** Subscription start dates shall be determined at the outset of the Agreement. Standard practice is for the subscription to begin the day the service is provided by CareerAmerica, LLC to the Client. However, at the discretion of CareerAmerica, LLC, the start date may be delayed in order to accommodate delays in launching by the Client. In the case of a delayed launch, start dates will be no later than 60 days from the date of the signed agreement or the receipt by CareerAmerica, LLC of a purchase order (whichever is later), unless otherwise agreed to by CareerAmerica, LLC at the outset of the Agreement.

**5. Updates.** This license is limited to the version of the Service delivered by CareerAmerica, LLC. Throughout the Term of this Agreement, CareerAmerica, LLC shall make reasonable efforts to update the content of its service as needed to reflect material changes in applicable laws and/or regulations.

**6. Ownership Rights.** The Ocelot Service and its content are protected by United States copyright laws. CareerAmerica, LLC owns and retains all right, title, and interest in and to the Service, including all copyrights, patents, trade secret rights, trademarks, and other intellectual property rights therein. Your installation or Use of the Ocelot service does not transfer to you any title to the intellectual property in the Service, and you will not acquire any rights to the Service except as expressly set forth in this Agreement. You retain ownership in any content or material that is provided to CareerAmerica, LLC (referred to herein as the “Customer Materials”) and this Agreement does not provide CareerAmerica, LLC with any right to use such Customer Materials other than as necessary to perform its obligations under this Agreement.

**7. Multiple Copies.** If your service subscription includes multiple media format – such as DVD – you are not permitted to make copies of this media. You are permitted to use the Service on your institution’s website. However, you are not permitted to knowingly or intentionally permit another institution to access your Service.

**8. Video Files.** If you elect to utilize any video files provided by CareerAmerica, LLC through the file-share system, these files are only to be used as part of a school-based (closed) signage system for the term of your subscription. The video files are the property of CareerAmerica, LLC, and may not be duplicated, shared, or otherwise transmitted for use by a third party, or used online without prior written permission of CareerAmerica, LLC. If your subscription ends, you are not permitted to use the video files without the permission of CareerAmerica, LLC.

**9. Restrictions.** You may not sell, lease, license, rent, loan, resell, or otherwise transfer, with or without consideration, the Service or any of its knowledgebase or video content. You may not reverse engineer, decompile, or disassemble the Service, except to the extent the foregoing restriction is expressly prohibited by applicable law. You may not modify, or create derivative works based upon, the Service in whole or in part. You may not knowingly permit third parties (institutions, corporations, agencies, etc) to benefit from the use or functionality of the Service or the video clips. [This shall not be construed to refer to students benefiting intellectually from the educational benefit of the Service.] You may not back-up or otherwise copy any Ocelot digital content, or upload it to any other services or websites.

**10. Warranty and Disclaimer.** Subscriptions run for 1 year unless otherwise specified in the Agreement. Pro-rated subscriptions are permissible (e.g. your fiscal year is already in progress and you wish to purchase a subscription for the remaining months of your fiscal year), but must be specified in the Contract of Service or Invoice. CareerAmerica, LLC strives to make sure its Service is free from interruption; however, we make no guarantees that it will be error-free.

- a. **Uptime Commitment.** CareerAmerica, LLC will use commercially reasonable efforts to ensure that the Ocelot Service is available 24 hours a day, 7 days a week, with a monthly uptime goal of 99%. As used herein, “Ocelot Uptime” is calculated by taking the total

number of minutes in a calendar month less the number of minutes of Ocelot Downtime in the calendar month, divided by the total number of minutes in the calendar month. As used herein, "Ocelot Downtime" means if Ocelot Content and player are not being distributed or the Ocelot server is down, provided, however, that the following events will not be included as Ocelot Downtime: (a) causes beyond CareerAmerica LLC's reasonable control, and (b) scheduled maintenance on the Ocelot Service ("Scheduled Maintenance") up to 8 hours per calendar month (the "Maintenance Limit"); all Scheduled Maintenance shall either be conducted (i) between the hours of 12:00 AM (ET) and 6:00 AM (ET) or (ii) at any time after supplying Client with 3 days advance notice (the "Maintenance Windows"). Any Schedule Maintenance conducted in excess of the Maintenance Limit or outside of the Maintenance Windows shall be included in the calculation of Ocelot Downtime. Client will promptly notify CareerAmerica, LLC of any failure to receive Ocelot Content, whereupon CareerAmerica, LLC will evaluate the report in order to determine whether or not such failure qualifies as Ocelot Downtime.

- b. **Remedy for Excess Downtime.** If Ocelot Downtime is greater than 1% in a given month, Client shall be given an extension of the Agreement in the amount of downtime.

These provisions are Client's sole and exclusive remedy for Ocelot Downtime and any failure to meet the terms of this Agreement. To request an Ocelot Service Extension credit, Client must contact CareerAmerica, LLC within 30 days after the end of the month in which the Service Extension Credit was earned. Multiple Ocelot Downtime events occurring simultaneously shall be considered a single Ocelot Downtime event.

**11. Limitation of Liability.** Under no circumstances and under no legal theory, whether in tort, contract, or otherwise, shall either party, or its authorized partners or suppliers, be liable to each other or to any other person for loss of profits, loss of goodwill, or any indirect, special, incidental, or consequential damages, or damages for gross negligence of any character including, without limitation, damages for loss of goodwill, work stoppage, computer failure or malfunction, or for any other damage or loss, even if either party has been advised of the possibility of such damages. In no event shall CareerAmerica, LLC, or its authorized partners, be liable for any damages in excess of the contract price for the Ocelot Service, if any.

**12. Governing Law.** This Agreement will be governed by and construed in accordance with the substantive laws in force in the State of California, without regard to its conflict of law provisions.

**13. Audit for Volume Licenses.** CareerAmerica, LLC reserves the right to periodically audit (verify enrollment and review your use of Ocelot) your institution to ensure that you are using the appropriate Service license, and are not in violation of this Agreement.

**14. Logos and Symbols.** As a customer in good standing with CareerAmerica, LLC, your institution has the right to use our Ocelot logo on your website and/or any marketing materials you create so long as they are used to indicate current usage of Ocelot.

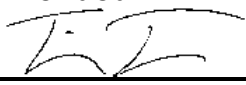
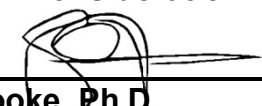
**15. White Labeling.** As a customer, you are permitted to "white label" Ocelot's services. You agree that any name, avatar, or other branding that you utilize in this regard is taken at your own risk of any violations of trademarks, etc., and you also agree to bear the consequences of your choices.

CareerAmerica, LLC bears no responsibility for any names, avatars, or branding that you choose to utilize.

**16. Miscellaneous.** This Agreement sets forth all rights for the user of our Services and is the entire agreement between the parties. This Agreement may not be modified except by a written addendum issued by a duly authorized representative of CareerAmerica, LLC. No provision hereof shall be deemed waived unless such waiver shall be in writing and signed by CareerAmerica, LLC. If any provision of this Agreement is held invalid, the remainder of this Agreement shall continue in full force and effect.

**17. Customer Support.** If you have any questions concerning these terms and conditions, please call (888) 704-9090 or request help through our website located at [www.ocelotbot.com](http://www.ocelotbot.com).



<b>Subject:</b> Approve SocialTech.ai LLC Agreement	<b>Attachment:</b> SocialTech.ai LLC Proposal
<b>Category:</b> Consent Items	<b>Type of Board Consideration:</b> Information <input checked="" type="checkbox"/> Consent      Action
<b>Institutional Goals:</b> <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> Goal 1      Goal 2 <input checked="" type="checkbox"/> Goal 3      Goal 4
<b>Recommended:</b>  _____ Tim Flood Assistant Superintendent/Vice President, Administrative Services	<b>Approved for Consideration:</b>  _____ Sunita V. Cooke, Ph.D. Superintendent/President

**BACKGROUND**

On June 10, 2021, the board approved Agenda Item VI.A allowing the district to enter into an agreement with SocialTech.ai LLC (aka Social Tech, Inc.) for an intensive Futures Leadership Academy to help build understanding, capacity, and leadership in Futures methodology. As a result of the Coronavirus pandemic and the disproportionate impact on people of color and those that are in the lower skilled ranks, the Futures Leadership Academy has provided training to faculty, classified professionals, and administrators to promote an equitable recovery from the pandemic. This is a CA Community College system priority and is in direct alignment with the mission and commitments of MiraCosta College.

**STATUS**

Government Code Section 53060 “Special Services and Advice” states: “The legislative body of any public or municipal corporation or District may contract with and employ any persons for the furnishings to the corporation or district special services and advice in financial, economic, accounting engineering, legal or administrative matters if such persons are specially trained and experienced and competent to perform the special services required”.

The district requests to enter into an agreement with SocialTech.ai LLC to continue the futures efforts at the district now thru December 31, 2023, for the following services:

Type of Services	Cost
Advising and consulting support	\$63,750
Time for Futures Thinkers Group	\$20,000
Access to the futures platform subscription	\$39,000
Expenses	\$17,000
<b>Total cost for the agreement</b>	<b>\$139,750</b>

Funds are budgeted within the Unrestricted General Fund 11.

## **RECOMMENDATION**

Authorize the assistant superintendent/vice president, administrative services to proceed with the execution of an agreement with Social Tech.ai LLC in the amount of \$139,750 and a change order to the original purchase order issued.



To: Dr. Sunny Cooke, CEO, MiraCosta College District (MCCD)  
From: Parminder K. Jassal, CEO, SocialTech.ai LLC  
Date: November 17, 2022  
RE: Proposal to support futures efforts at MCCD  
Term: October 1, 2022 to December 31, 2023

This proposal is in response to Dr. Cooke's request for SocialTech.ai to continue supporting the futures efforts underway at MCCD in three ways:

- (a) Advisory and consulting support to MCCD President, Board, Executive Management Team to lead futures efforts at MCCD. Assist President in other things such as but not limited to: events like Feb 9th College CEOs/Trustee Meeting, managing relationships with futures tool vendors like IFTF and Futures Platform, and Futures Course expansion to external audiences beyond MCCD.
- (b) Provide staffing services to the group led by Dr. Sunny Cooke: Futures Thinkers within the Community College Context.
- (c) Futures Platform Subscription

Engagement Timeline

October 1, 2022 to December 31, 2023

Costs

\$250 per hour for Parminder Jassal.

\$175 per hour for Hope Clark.

(a) Estimated Time per Month for Consulting

10 hours Parminder = \$250 x 10 =	\$2500.00
10 hours Hope = \$175 x 10 =	<u>\$1750.00</u>
	\$4250.00 per month

(a) *TOTAL: 15 months x \$4250.00 = \$63,750*



(b) Estimated Time for Futures Thinkers Group

Per meeting

2.5 hours each (online/meeting/debrief)

8 hours per meeting (prep, organize, agendas, notes, survey)

Total: 10.5 hours per meeting

10.5 \* \$250 = \$2625.50 Parminder

10.5 \* \$175 = \$1837.50 Hope

Per meeting \$4463.00, round up to \$5,000.

*(b) TOTAL \$5,000 x 4 meetings = \$20,000*

(c) Futures Platform

\$38,500.00 subscription cost

\$500.00 Handling - wire fees, foreign handling fees.

\$39,000

*(c) TOTAL \$39,000*

Expenses

Books \$1000

Maps \$1000

Travel, 6 trips at \$2500 per trip = \$15,000

Total = \$17,000.00



GRAND TOTAL

Labor (a) \$63,750 + (b) \$20,000 \$83,750

Subscription \$39,000

Expenses \$17,000.00

CONTRACT TOTAL \$139,750.00

<b>Subject:</b>  <b>Approve Amendment to Dovetail Arts Media Project Agreement</b>	<b>Attachment:</b>  <ul style="list-style-type: none"> <li>• Dovetail Project Proposal</li> <li>• <a href="#">Professional Services Agreement</a></li> </ul>				
<b>Category:</b>  <b>Consent Items</b>	<b>Type of Board Consideration:</b>  <table style="width: 100%; border: none;"> <tr> <td style="width: 33%; text-align: center;">Information</td> <td style="width: 33%; text-align: center;"> <input checked="" type="checkbox"/> Consent             </td> <td style="width: 33%; text-align: center;">Action</td> </tr> </table>	Information	<input checked="" type="checkbox"/> Consent	Action	
Information	<input checked="" type="checkbox"/> Consent	Action			
<b>Institutional Goals:</b> <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b>  <table style="width: 100%; border: none;"> <tr> <td style="width: 25%; text-align: center;">Goal 1</td> <td style="width: 25%; text-align: center;">Goal 2</td> <td style="width: 25%; text-align: center;"> <input checked="" type="checkbox"/> Goal 3             </td> <td style="width: 25%; text-align: center;">Goal 4</td> </tr> </table>	Goal 1	Goal 2	<input checked="" type="checkbox"/> Goal 3	Goal 4
Goal 1	Goal 2	<input checked="" type="checkbox"/> Goal 3	Goal 4		
<b>Recommended:</b>   <hr/> <b>Tim Flood</b> <b>Assistant Superintendent/Vice President,</b> <b>Administrative Services</b>	<b>Approved for Consideration:</b>   <hr/> <b>Sunita V. Cooke, Ph.D.</b> <b>Superintendent/President</b>				

**BACKGROUND**

On November 18, 2021, the district entered into a professional services agreement with Dovetail for project development and Furniture, Fixtures & Equipment (FF&E) design coordination for the MiraCosta College Arts Media project in the amount of \$81,770. The project scope has expanded to include move and management services of AV/IT equipment, resulting in an additional cost of \$28,995.

**STATUS**

Per the district’s AP6340, all contracts valued at more than the current Public Contract Code formal bid level (\$99,100), will be presented to the board for prior approval. In addition, Government Code Section 53060 “Special Services and Advice” states: “The legislative body of any public or municipal corporation or District may contract with and employ any persons for the furnishings to the corporation or district special services and advice in financial, economic, accounting engineering, legal or administrative matters if such persons are specially trained and experienced and competent to perform the special services required”.

Dovetail’s fees for the Arts Media Project are as follows:

FF&E Design Coordination	\$81,770
Move and AV/IT Management	\$28,995

The expected cost for this project will not exceed \$110,765. Funds are budgeted within the district’s Facilities Fund 41.

**RECOMMENDATION**

Authorize the assistant superintendent/vice president, administrative services to enter into an amendment to the original professional services agreement with Dovetail, adding move and AV/IT management services for the Arts Media project, for an amount of \$28,995.

3 November 2022

Mr. Tim Flood  
Vice President Administrative Services  
MiraCosta Community College District  
1 Barnard Drive, Oceanside, CA 92056

RE: MiraCosta Arts Media Project

Dear Mr. Flood,

We are pleased to submit to you our proposal to provide the requested additional FF&E Coordination Services for the Arts Media project. This work is in addition to the current contracted scope, and incorporates the full requirements for AV/IT OF/CI procurement management, as well as Move Management.

Our proposal is based on information provided by your team and is detailed in the Scope of Work section of this document. This proposal represents a Fixed Fee for our services, and invoicing will occur monthly, on an Equal Monthly basis per Phase.

Should this proposal meet with the District's approval, please attach a copy of this document to your contract for the project and return to our attention. Do not hesitate to contact me immediately should you have any questions regarding this proposal. We look forward to continuing our work with your team.

Sincerely,



Stephanie O'Brien  
President/CEO

Encl.

## **PROJECT PROPOSAL**

Client: **MiraCosta Community College District**  
Project: **Arts Media**  
**Move Management and Additional AV/IT Management Services**  
Date: **3 November 2022**

### **SCOPE OF WORK**

#### **ASSUMPTIONS - MOVE MANAGEMENT SCOPE ONLY**

The scope of work below is based on the following assumptions:

- “Move Management Scope Planning” is included in each current project’s contracted work, which includes general project schedule, final space plan, and list of reused FF&E items from current locations. Additional services required to provide complete management of the move process are listed in the next section
- The District will hire a project-specific mover using Dovetail’s RFP, defining scope and expectations, and Dovetail will manage this mover’s Project Manager to assure a successful move
- Our project process will begin (6) months prior to targeted occupancy date, per project, unless determined to be a multi-phase project
- Planning for the entire project move will occur at the onset of the process. It is anticipated that this move will need to occur over a prolonged period of time to allow for ongoing use of equipment that will be reused in the new spaces
- Coordination of existing Computer/IT and AV/Media equipment (telephones, PC’s, Monitors, Projectors, Printers, Instructor’s Stations, etc.) slated for reuse in new facility is included. All AV/IT items that are identified to be reused in other campus locations shall be directed to AIS warehouse for application (outside of Dovetail scope)
- Existing FF&E items that are not required in the new facility will be managed as far as relocation to one location (warehouse, surplus vendor, or left in place)
- Coordination will include remote and on-site management of mover’s PM, with daily updates on progress
- College staff will manage recalibration of equipment requiring such services

#### **MOVE MANAGEMENT SERVICES**

Preparation:

- Confirm timing of occupancy with PM, AIS schedule for college-provided services, and update process schedule
- Define technical requirements for disconnection and reconnection of items as needed (Copiers, hardwired Equipment, etc.)
- Assemble project documents (Final Space Plan, Tracker, Relocation Matrix)
- Prepare project-specific Request for Proposal requirements, including reused FF&E and performance expectations of mover Project Manager throughout process
- Facilitate vendor selection process from pre-qualified move contractors
- Schedule all specialty equipment relocation requirements to coordinate with move schedule
- Oversee logistical plan development with move PM to confirm alignment with occupancy schedule, including college and PMO approvals



237 CRESCENT ROAD, SUITE 4, SAN ANSELMO, CA 94960

- Confirm all ancillary services required to execute move, including surplus to one other location
- Identify location for unmarked items in new location
- Prepare welcome letter with post-move instructions, contact information (if required)
- Prepare communications plan for all affected college departments impacted by schedule, move activities, and distribute

Implementation:

- Develop management strategies to address site and process contingencies
- Facilitate oversight of mover 's logistical plan to prepare users for packing, labeling, and expectations regarding personal items
- Conduct pre-move site walk-through for each scheduled move
- Oversee site preparation as required (space labeling, wayfinding, protection, etc.)
- Provide remote and on-site management of process of all moving services
- Facilitate problem-solving as required
- Review daily time logs for mover services
- Conduct post-move walk-through, leave Welcome Letter for occupants
- Provide Invoice Approval for mover invoices
- Address post-move issues as needed

**ASSUMPTIONS - AV/IT MANAGEMENT SCOPE ONLY**

The scope of work below is based on the following assumptions:

- "AV/IT procurement services" are partially included in each current project's contracted work, which includes receiving (1) quotation from AIS for AV and IT items, processing ODT's, tracking and coordinating delivery to (1) location. Additional services required to provide complete management of the AV/IT process as Owner Furnished/Contractor Installed are listed in the next section
- The District will manage and confirm all AV/IT design plans and required services with AIS and the project's DBE team prior to Dovetail's engagement in this aspect of the project
- Our project process will begin (10) months prior to targeted implementation dates, which will be separate from the overall FF&E implementation
- All AV/IT items will be considered Owner Furnished/Contractor Installed
- Following the predetermined protocol for items requiring college staff programming, orders will be separated into four categories:
  - Short Lead Time products, shipping to college warehouse for AIS programming;
  - Long Lead Time products, shipping to college warehouse for AIS programming;
  - Short Lead Time products, shipping to project DBE contractor for installation;
  - Long Lead Time products, shipping to college warehouse for installation
- AIS staff will manage programming services and schedule delivery to DBE job site
- Warehouse staff will manage Asset Tagging process for items that are delivered to the warehouse, as well as manage DBE tagging (following District protocol) for items shipped to the DBE
- Work will be managed remotely with no on-site engagement
- All AV/IT related invoices will be received and approved by District or Kitchell personnel



## **AV/IT PROCUREMENT MANAGEMENT SERVICES**

### Preparation:

- Confirm timing of occupancy with PM, AIS schedule for college-provided services, and update process schedule
- Retrieve and review AIS quotes for PCC compliance, contract reference and lead time
- Prepare ordering schedule for each category of product, distribute to team
- Obtain additional quotes as required to achieve compliance, BOT approval requirements
- Prepare Order Documentation Transmittals for each vendor, submit to Kitchell
- Track product model changes for Short Lead Time items prior to ODT development timing, and obtain AIS confirmation of acceptance of new items
- Track PO issuance, review vendor order acknowledgement of shipping locations

### Implementation and Close-Out:

- Notify each location of anticipated arrival dates of items
- Confirm receipt of items in good condition at both locations, per order type
- Provide Receiving Dept of confirmation for items shipped to job site
- Track completion of Asset Tagging per District requirements
- Review and process Invoice Approvals for AV/IT items per order type

## **Project Changes in Scope**

Client and Dovetail will communicate periodically regarding consulting services noted above. When Dovetail and Client determine that the scope of work has changed sufficiently to warrant a Change of Scope document, Dovetail will submit a written Change Order to the client, defining scope and fee proposed. Written confirmation must be issued to Dovetail by an authorized representative of the Client prior to further work being undertaken by Dovetail.

## **Project Fee Proposal and Fee Agreement**

In consideration for the completion of the above-outlined Scope of Work, Client agrees to pay Dovetail \$28,995. Client agrees to pay Dovetail fees for services performed as outlined. Invoices will be generated on a monthly basis, reflecting equal monthly progress payments, per phase, as agreed in Billing Schedule for the project scope defined. Client agrees that all fees are payable Net Thirty (30) days. Failure of Client to honor billing statements in a timely fashion prior to the completion of services may constitute grounds for Dovetail to cease services and/or withhold the product(s) from Client but does not relieve Client from its obligation to pay for services rendered by Dovetail.

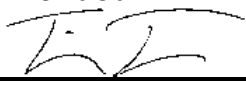
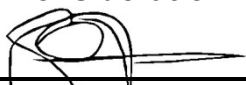
## **PRESENTED BY:**



Stephanie O'Brien  
President/CEO  
Dovetail Decision Consultants Inc.



237 CRESCENT ROAD, SUITE 4, SAN ANSELMO, CA 94960

<b>Subject:</b>  Approve WRD Consulting Services, LLC, Grant Management Consulting Services Contract	<b>Attachment:</b>  <a href="#">Basic Services Agreement</a>
<b>Category:</b>  Consent Items	<b>Type of Board Consideration:</b> Information <input checked="" type="checkbox"/> Consent      Action
<b>Institutional Goals:</b> <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> Goal 1      Goal 2 <input checked="" type="checkbox"/> Goal 3      Goal 4
<b>Recommended:</b>  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	<b>Approved for Consideration:</b>  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

**BACKGROUND**

In April 2022, the district entered into a memorandum of understanding (MOU) with WRD Consulting Group, LLC (WRD) for project consulting services to support the establishment of a grant at MiraCosta College, with ten percent of the grant award identified as the ongoing consulting fee should the district receive a grant award.

As a result of this work, the district was subsequently awarded a \$3,000,000 Title V grant to be paid over the course of a five-year term. Post-award consulting services by WRD include, but are not limited to, grant management training, compliance training, updates about changes within the federal grant office and legislation, training of key personnel in specific areas related to the grant as needed, assistance with the development of policies and procedures, support with general grant issues that may arise, assistance with federal audits, support with documentation and federal reporting and compliance related matters, and project evaluation and continuous improvement.

**STATUS**

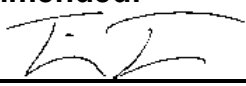

California Government Code 53060 allows public agencies to contract with and employ any persons for the furnishing to the corporation or district special services and advice in financial, economic, accounting, engineering, legal, or administrative matters if such persons are specially trained and experienced and competent to perform the special services required.

Due to the specialized knowledge required to ensure grant compliance, district staff would like to proceed with the agreement for consulting services with WRD for the period of October 1, 2022, through November 30, 2027, for a total contract value not to exceed \$300,000.

Funds are allocated out of Unrestricted General Fund 11.

## **RECOMMENDATION**

Authorize the assistant superintendent/vice president, administrative services to enter into an agreement with WRD Consulting Group, LLC for the total contract value not to exceed \$300,000.

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

**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 2022 = \$99,100), 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 assistant superintendent/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 assistant superintendent/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  
October 25, 2022 – November 21, 2022**

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 (CUPCCAA) per PCC §220000 et seq.

<b>CUPCCAA POs from \$5,000 – \$200,000</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
22004452_PO	OJ Construction & Consultant Inc.	Bid C04-23 OC 2100 Photo Lab Mech. Improvements (Fac)	\$148,000.00
22004259_PO	A.Preman Roofing, Inc.	SAN 700 Roof and Roof Gutter repair (Fac)	\$41,957.70
22004258_PO	A.Preman Roofing, Inc.	SAN 800 Roof Repair and Skylight (Fac)	\$30,069.60
22004431_PO	Frontier Fence Company Inc	Facilities Yard Main Gate Replacement (Fac)	\$14,997.00
22004178_PO	Vinyard Doors, Inc.	Bookstore Door replacement (Fac)	\$8,147.35
22004528_PO	Mission Automotive Equipment & Lifts	Lift supply and installation (Fac)	\$7,893.67
22004430_PO	Maurice Gannon	Facilities Gate Concrete Track Slabs (Fac)	\$7,800.00

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.

<b>Emergency Repair Contracts Without Bid</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
	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.

<b>POs from \$25,000 – \$99,100</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
22004206_PO	School Health Corporation	Equipment (Pol)	\$46,113.32
22004189_PO	Casey Printing Inc.	RFQ #09-23	\$45,574.20
22004520_PO	Christi Ann Hill	Contract Services (Pres)	\$45,360.00
22004489_PO	Career America, LLC	Software Maintenance (Stud Supp)	\$43,750.00
22004339_PO	Health Services Academy, Inc	Contract Services (TCI)	\$42,000.00
22004301_PO	Advantage Mailing Inc	Printing (Comm Ed)	\$36,361.57
22004406_PO	Academic Impressions	Software Maintenance (ITS)	\$27,500.00
22004529_PO	Luxer Corporation	Equipment (Lib)	\$26,434.88
22004492_PO	Michael Luis Hernandez	Contract Services (HR)	\$25,000.00

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.

<b>POs from \$10,000 – \$24,999</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
22004244_PO	Carolina Biological Supply Co	Equipment (Chem)	\$20,459.25
22004496_PO	Intesa Communications Group LLC	Contract Services (Workforce Dev)	\$15,000.00
22004375_PO	Amazon (Punchout)	Supplies (CARES)	\$14,925.54
22004426_PO	TPR Education LLC	Contract Services (Stud Serv)	\$12,375.00
22004209_PO	Skill Survey	Contract Services (HR)	\$11,144.00
22004427_PO	Community College League of California	Software (Lib)	\$11,054.00
22004226_PO	Automotive Data Research	Equipment (Workforce Dev)	\$10,816.34

22004312_PO	Carolina Biological Supply Co	Instructional Supplies (Bio)	\$10,127.33
22004366_PO	MiraCosta College Foundation	Membership (Pres)	\$10,400.00

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.

<b>POs from \$5,000 – \$9,999</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
22004491_PO	Adorama Inc.	Equipment (Music)	\$9,742.50
22004531_PO	JAMF Software LLC	Software Maintenance (ITS)	\$9,486.00
22004198_PO	BearCom Wireless Worldwide	Equipment (Pol)	\$9,337.12
22004243_PO	VWR International LLC	Equipment (Biology)	\$8,441.08
22004458_PO	Guitar Center Stores, Inc.	Instructional Equipment (Music)	\$8,049.47
22004319_PO	Medical Shipment LLC	Instructional Supplies (Nurs)	\$7,471.02
22004482_PO	Dri-Stick Decal Corporation	Supplies (Pol)	\$6,804.60
22004227_PO	Telsco Industries	Maintenance Agreement (Fac)	\$6,480.00
22004357_PO	Ace Uniforms	Equipment (Risk)	\$5,821.96
22004305_PO	Main Street Oceanside Inc	Advertising (PIO)	\$5,000.00
22004534_PO	San Diego North Economic Development Council	Membership (PIO)	\$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.

<b>Change Orders</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
	No Entries This Month		

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.

<b>Construction Contract Change Orders</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
22004205_PO	MMJ Construction	Change Order #1 Bid C03-23 OC 2100 Fine Arts Mech. Improvement (Fac)	\$22,881.00
22003595_PO	SAS Construction	Change Order #1 Bid C01-23 OC 7000 Green House Installation (Fac)	\$12,124.00
22003846_PO	MJK Architecture	Amendment #1 for Architectural Services for SAN 800 (Fac)	\$7,827.50

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.

<b>MOUs and Grants</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
N/A	San Diego County Superintendents of Schools	Amendment #1 to Agreement No. 20210315	\$0.00
N/A	Unibuddy	Unibuddy Discover on IDP Connect	\$0.00
N/A	Cal Baptist University	CBU Allied Health Professions	\$0.00

<b>Total Contract Expenditures: \$837,727.00</b>
<b>Total MOU Expenditures: \$0.00</b>
<b>Ratify MCC purchase orders 22004178 through 22004537</b>

**Capital Improvement Program Contract and Purchase Order Ratification List  
October 25, 2022 – November 21, 2022**

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.

<b>CUPCAA POs from \$5,000 – \$200,000</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
22004355_PO	Maurice Gannon	04203 Exterior Improvements at the Central Utility Plant (OCN)	\$24,900.00
22004212_PO	Botsford Construction Inc	04117 Misc Improvements (SAN)	\$16,145.00

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.

<b>POs from \$25,000</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
22004183_PO	NV5 Inc	04205 Controls Design Oversight (OCN)	\$35,600.00
22004184_PO	Shadpour Consulting Engineers Inc	04205 Controls Design Oversight (OCN)	\$27,250.00

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.

<b>POs from \$10,000 – \$24,999</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
22004336_PO	George's Camera	04207 PIO Studio Camera Equipment (OCN)	\$20,105.01
22004422_PO	Vantage Technology Consulting Group	04205 Peer Review Session and Design (OCN)	\$10,000.00

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.

<b>POs from \$0 – \$9,999</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
22004341_PO	Diegoview LLC	04202 Provide Photographic Documentation Services (OCN)	\$9,999.00
22004337_PO	ePlus Technology, Inc.	04201 Allied Health IT Rack Equipment (OCN)	\$9,529.25
22004392_PO	Elite Relocation Services	04244 Moving Svcs (OCN)	\$9,167.50
22004507_PO	Division of the State Architect	04103 DSA Plan Fees (SAN)	\$8,335.78
22004257_PO	NV5 Inc	04204 GIS Support Services (OCN)	\$7,446.00
22004437_PO	Hudson Printing	04004 Signage (CLC)	\$4,957.55
22004393_PO	San Diego County Office of Education	04244 Library Swing Space Wayfinding Signage and Exterior Signs (OCN)	\$1,177.86
22004211_PO	Hudson Printing	Provide Locking Snap Frame and Installation (SAN)	\$614.81
22004210_PO	State Water Resources Control Board	04215 Storm Water Permit Registration (OCN)	\$600.00

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.

<b>Change Orders</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
22003540_PO	Dudek	04112 Change Order 2 (SAN)	\$21,204.00
22003796_PO	Class Leasing LLC	04244 Change Order 1 (OCN)	\$8,000.00



22003643_PO	Vantage Technology Consulting Group	03722 Change Order 2 (OCN)	\$500.00
22003584_PO	Pro Link Engineering Inc	04205 Change Order 1 (OCN)	\$400.00

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.

<b>Construction Contract Change Orders</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
22003306_PO	Align Builders	04004 Change Order 14 (CLC)	\$68,882.63
22003297_PO	Balfour Beatty Construction LLC	04204 Change Order 12 (OCN)	\$46,972.00
22003306_PO	Align Builders	04004 Change Order 15 (CLC)	\$9,357.83

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.

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

<b>MM-17-001 – Architectural and Engineering Services Task Change Orders</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
22003794_PO	SGPA Architecture & Planning - SD	04004 Change Order 15 (CLC)	\$10,972.00

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.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.

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

<b>MM-17-002 – Geotechnical Engineering Task Change Orders</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
22003486_PO	Atlas Technical Consultants LLC	04204 Change Order 1 (OCN)	\$14,504.00

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.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.

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

<b>MM-17-003 – Civil Engineering Task Change Orders</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
	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.

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

<b>MM-19-012 – Commissioning Services Task Change Orders</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
	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.

<b>MM-19-013 – Inspector of Record Task Orders</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
22004214_PO	Kent Schafer/CIS	04215 Inspector of Records Services (OCN)	\$152,530.40
22004185_PO	Jason Maletic/Blue Coast Consulting	04202 Inspector of Record Services (OCN)	\$149,916.00
22004536_PO	Vital Inspection Services Inc	04244 Inspector of Record Services (OCN)	\$13,680.00



<b>MM-19-013 – Inspector of Record Task Change Orders</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
	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.

<b>MM-19-014 – Special Inspection Task Orders</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
22004213_PO	NV5 Inc	04215 Special Inspection Services (OCN)	\$143,263.16
22004508_PO	Ninyo & Moore Geotechnical and Environmental Sciences Consultants	04244 Special Inspection and Material Testing (OCN)	\$4,714.00

<b>MM-19-014 – Special Inspection Task Change Orders</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
	No Entries This Period		

<b>Total Contract Expenditures: \$830,723.78</b>			
<b>Ratify purchase orders — 22004183-22004184, 22004210-22004211, 22004257, 22004336-22004337, 22004341, 2204392-22004393, 22004422, 22004437, 22004507</b>			
<b>Ratify purchase orders (Task Orders) — 22004185, 22004213-2004214, 22004508, 22004536</b>			
<b>Ratify purchase orders (Contracts) — 22004212, 22004355</b>			

<b>Subject:</b>  <b>Public Hearing: 4:00 p.m. – Grant of Easement to SDG&amp;E for Installation of Electric Vehicle Charging Facilities on Oceanside Campus</b>	<b>Attachment:</b>  None
<b>Category:</b>  Information	<b>Type of Board Consideration</b>  Information          Consent <b>Action</b>
<b>Institutional Goals:</b> <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b>  Goal 1          Goal 2          Goal 3 <b>Goal 4</b>
<b>Recommended:</b>   <hr/> <b>Tim Flood</b> Assistant Superintendent/Vice President, Administrative Services	<b>Approved for Consideration:</b>   <hr/> <b>Sunita V. Cooke, Ph.D.</b> Superintendent/President

**BACKGROUND**

On October 20, 2022, the board adopted Resolution No. 5-22/23 expressing the intent to enter into a Program Participation Agreement and to grant San Diego Gas and Electric Company, a corporation (“SDG&E”), easements for the purpose of constructing, using, maintaining, and operating electric vehicle charging stations. In accordance with the provisions of Education Code § 81312, notice of adoption of this resolution and of the time and place of holding the meeting shall be given by posting copies of this resolution signed by the members of the board, or by a majority thereof, in three public places in the district not less than 10 days before the date of the meeting, and by publishing the notice once not less than five days before the date of the meeting in a newspaper of general circulation, published in the district, if there is one, or, if there is no such newspaper published in the district, then in a newspaper published in the county in which the district or any part thereof is situated and having a general circulation in the district.

**STATUS**

Notification of dates and locations at which the proposed grant of easement may be inspected by the public and the date, time, and location of the public hearing has been published in accordance with the applicable Education Code sections. The public hearing on the grant of easement will commence no earlier than 4PM and as close to 4PM as the business of the board permits.

**RECOMMENDATION**

For information only.

<b>Subject:</b>  <b>Adopt Resolution No. 6-22/23: Grant Easements to SDG&amp;E for Electrical Facilities and Infrastructure</b>	<b>Attachment:</b> <ul style="list-style-type: none"> <li>• Resolution No. 6-22/23</li> <li>• <a href="#">Exhibit 1 - Program Participation Agreement with SDG&amp;E</a></li> <li>• <a href="#">Exhibit 2 - Grant of Easement</a></li> </ul>				
<b>Category:</b>  <b>Action Items</b>	<b>Type of Board Consideration:</b>  <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Information</td> <td style="text-align: center;">Consent</td> <td style="text-align: center;">Action </td> </tr> </table>	Information	Consent	Action	
Information	Consent	Action			
<b>Institutional Goals:</b> <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b>  <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Goal 1</td> <td style="text-align: center;">Goal 2 </td> <td style="text-align: center;">Goal 3</td> <td style="text-align: center;">Goal 4 </td> </tr> </table>	Goal 1	Goal 2	Goal 3	Goal 4
Goal 1	Goal 2	Goal 3	Goal 4		
<b>Recommended:</b>   <hr style="width: 80%; margin: 0 auto;"/> <b>Tim Flood</b> <b>Assistant Superintendent/Vice President,</b> <b>Administrative Services</b>	<b>Approved for Consideration:</b>   <hr style="width: 80%; margin: 0 auto;"/> <b>Sunita V. Cooke, Ph.D.</b> <b>Superintendent/President</b>				

**BACKGROUND**

Under the Clean Energy and Pollution Reduction Act of 2015, the California Public Utilities Commission (“CPUC”), in consultation with the Energy Commission and state board, is required to direct electrical corporations to file applications for programs and investments to accelerate widespread transportation electrification to reduce dependence on petroleum, meet air quality standards, achieve the goals set forth in the Charge Ahead California Initiative, and reduce emissions of greenhouse gases to 40 percent below 1990 levels by 2030 and to 80 percent below 1990 levels by 2050.

To further promote these transportation electrification goals, the State Legislature in 2017 adopted AB 1082, which added Section 740.13 to the Public Utilities Code encouraging electrical corporations to develop programs for the installation of electrical grid integrated charging stations at school facilities and other educational institutions. Consistent with the goals of AB 1082, the San Diego Gas and Electric Company, a corporation (“SDG&E”) has established its Power Your Drive for Schools EV Charging Program (“Program”) as approved by the CPUC.

Generally, the Program provides that SDG&E will provide no cost design, installation and operation of SDG&E infrastructure and EV charging equipment on the MiraCosta College Oceanside campus for eight years. Specifically, nine Level 2 charging stations would be installed on the Oceanside campus without cost to the district. The facilities would be operated by an SDG&E contractor, which will handle the billing of users and be responsible for operation of the system and payment of all utility charges.

At the end of the eight-year term, the district would have the option to purchase the system or have it removed by SDG&E.

## **STATUS**

The terms of the agreement have been negotiated to the satisfaction of district staff. The form of the Program Participation Agreement is attached. To proceed with the agreement, the district would be required to provide SDG&E with an easement for the installation of the underground electrical lines and the related equipment. As the infrastructure and related services provide value to the district, these items would be considered adequate consideration for the proposed grant of easement to the utility.

Under the applicable provisions of the Education Code, approving a grant of a property right in district property, including the easement sought here, is a two-step process. The board has completed the first of these two steps by adopting at its October 20, 2022, meeting, by a two-thirds vote, Resolution 5-22/23 expressing its intent to grant the easement. As part of this first step, the board also set a date for a future public board meeting to give its final authorization of the agreement and Grant of Easement. Though the item was originally set for the November 17 meeting, the board is still authorized to approve the easement within 60 days of the October 20, 2022, meeting. (Education Code Section 81313.)

This step, the second step, follows notices being posted and published in a newspaper of general circulation advising the public that the board may adopt the granting of the easement to SDG&E for the Program. Following public comment, the board may authorize the agreement and Grant of Easement. That authorization would also require a two-thirds vote.

Accordingly, board approval is being sought to obtain here a resolution to approve the Grant of Easement and the related Program Participation Agreement with SDG&E.

To allow the project to proceed, staff recommend that the board approve the resolution expressing the intent to approve these actions.

Education Code Section 81310 provides: "The governing board of a community college district may, pursuant to this article, ... dedicate or convey to any public corporation, or private corporation engaged in the public utility business, without a vote of the electors of the district first being taken, an easement to lay, construct, reconstruct, maintain, and operate water, sewer, gas, or storm drain pipes or ditches, electric or telephone lines, and access roads used in connection therewith, over and upon any land belonging to the community college district, upon such terms and conditions as the parties thereto may agree."

Section 81212 provides that the public be notified of this meeting.

## **RECOMMENDATION**

Adopt Resolution No. 6-22/23 to approve the Program Participation Agreement with SDG&E and related Grant of Easement.

**MIRACOSTA COMMUNITY COLLEGE DISTRICT  
RESOLUTION NO. 06-22/23  
GRANT EASEMENTS TO SAN DIEGO GAS AND ELECTRIC COMPANY, A CORPORATION  
("SDG&E"), FOR ELECTRICAL FACILITIES AND INFRASTRUCTURE**

**WHEREAS**, as part of the Clean Energy and Pollution Reduction Act of 2015, the California Public Utilities Commission ("CPUC"), in consultation with the Energy Commission and state board, is required to direct electrical corporations to file applications for programs and investments to accelerate widespread transportation electrification to reduce dependence on petroleum, meet air quality standards, achieve the goals set forth in the Charge Ahead California Initiative, and reduce emissions of greenhouse gases to 40 percent below 1990 levels by 2030 and to 80 percent below 1990 levels by 2050; and

**WHEREAS**, to further promote these transportation electrification goals, the State Legislature in 2017 adopted AB 1082 which added Section 740.13 to the Public Utilities Code encouraging electrical corporations to develop programs for the installation of electrical grid integrated charging stations at school facilities and other educational institutions; and

**WHEREAS**, consistent with the goals of AB 1082, the San Diego Gas and Electric Company, a corporation ("SDG&E") has established its Power Your Drive for Schools EV Charging Program ("Program") as approved by the CPUC; and

**WHEREAS**, in support of California's goal to reach 1.5 million zero-emission vehicles by 2025 and infrastructure to support more than 5 million zero-emission vehicles by 2030, SDG&E and the MiraCosta Community College District ("MiraCosta") desire to participate in the Program; and

**WHEREAS**, under the terms of the Program, SDG&E desires to provide no cost design, installation and operation of SDG&E infrastructure and EV charging equipment on the MiraCosta Oceanside campus; and,

**WHEREAS**, the system will provide highly desired charging facilities for students, staff, and safety personnel who increasingly are using electric vehicles to travel and/or to work at the Oceanside campus; and

**WHEREAS**, MiraCosta staff and SDG&E have negotiated terms related to the installation, maintenance and operation of the Program's system components which have been made part of a proposed written Program Participation Agreement which is attached hereto and marked as "Exhibit 1"; and,

**WHEREAS**, in exchange for the services provided by SDG&E being fair and just consideration therefor, MiraCosta would provide a Grant of Easement to SDG&E (RW 372590) which is attached hereto and marked as "Exhibit 2" to provide electrical power and supporting infrastructure for the EV charging equipment; and

**WHEREAS**, the property rights to be conveyed will facilitate the proposed Program on the Oceanside campus; and

**WHEREAS**, approval of the Grant of Easement is to the district's benefit, and it will not adversely affect the district in any respect or the environment; and

**WHEREAS**, Education Code § 81310 provides in pertinent part that: “The governing board of a community college district may, pursuant to this article, ... dedicate or convey to any public corporation, or private corporation engaged in the public utility business, without a vote of the electors of the district first being taken, an easement to lay, construct, reconstruct, maintain, and operate ... electric or telephone lines, and access roads used in connection therewith, over and upon any land belonging to the community college district, upon such terms and conditions as the parties thereto may agree”; and

**WHEREAS**, pursuant to Education Code § 81311, before ordering such dedication or conveyance of any property, the district's governing board must in regular open meeting by a two-thirds vote of all its members adopt a resolution declaring its intention to dedicate or convey the property. The resolution shall describe the property proposed to be dedicated or conveyed in such manner as to identify it, and shall specify the purposes for which and the terms upon which it will be dedicated or conveyed, and shall fix a time not less than 10 days thereafter for a public meeting of the district's governing board to be held at its regular place of meeting for a public hearing upon the question of making the dedication or conveyance; and

**WHEREAS**, the Board of Trustees duly adopted Resolution No. 5-22/23 at its regular and open meeting of October 20, 2022, by a two-thirds majority of all its members declaring its intention to dedicate or convey the property described hereinabove for the Program and to set a further public hearing on the proposed action; and

**WHEREAS**, pursuant to Education Code § 81312, notice of adoption of resolution No. 5-22/23 and of the time and place of holding the December 15, 2022, meeting has been given by posting copies of the resolution signed by the members of the board, or by a majority thereof, in three public places in the district not less than 10 days before the date of the meeting, and by publishing the notice once not less than five days before the date of the meeting in a newspaper of general circulation in the district or in San Diego County in which the district or any part thereof is situated and having a general circulation in the district; and,

**WHEREAS**, pursuant to the authority granted to it pursuant to Education Code § 81313 and all other applicable provisions of law, the Board of Trustees has duly considered all the facts related to the Program and the proposed conveyance and has fully considered the comments and/or objections received by the public by the board's open and regular meeting of December 15, 2022, and finding such to be in the best interests of the district by a two-thirds vote of all its members does hereby adopt this Resolution.


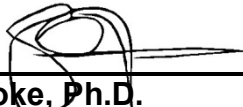


**NOW THEREFORE, THE BOARD OF TRUSTEES OF THE MIRACOSTA COMMUNITY COLLEGE DISTRICT DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:**

Section 1: That the board authorizes and directs the president of the governing board, or any other presiding officer, or the secretary, or the members thereof, to execute and enter into the Program Participation Agreement which is attached hereto and marked as “Exhibit 1” with the San Diego Gas and Electric Company, a corporation (“SDG&E”).

Section 2: That the board authorizes and directs the president of the governing board, or any other presiding officer, or the secretary, or the members thereof to execute a grant of easement to SDG&E for the purpose of constructing, using, maintaining, and operating electric vehicle charging stations as more fully set forth in that Grant of Easement attached hereto and marked as “Exhibit 2.”





<b>Subject:</b>  Adopt Resolution No. 7-22/23 to Withdraw Membership in Schools Excess Liability Fund Effective July 1, 2023	<b>Attachment:</b>  Resolution No. 7-22/23 to Withdraw Membership in Schools Excess Liability Fund Effective July 1, 2023
<b>Category:</b>  Action Items	<b>Type of Board Consideration:</b>  Information                  Consent <input checked="" type="checkbox"/> Action
<b>Institutional Goals:</b>  <a href="http://mcc_mission_statement.pdf">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b>  Goal 1                  Goal 2 <input checked="" type="checkbox"/> Goal 3                  Goal 4
<b>Recommended:</b>   _____ <b>Charlie Ng</b> Assistant Superintendent/Vice President, Human Resources	<b>Approved for Consideration:</b>   _____ <b>Sunita V. Cooke, Ph.D.</b> Superintendent/President
<b>Recommended:</b>   _____ <b>Tim Flood</b> Assistant Superintendent/Vice President, Administrative Services	<b>Approved for Consideration:</b>   _____ <b>Sunita V. Cooke, Ph.D.</b> Superintendent/President

**BACKGROUND**

The Human Resources and Administrative Services divisions have explored options to the district’s current property and liability insurance coverage to include the excess liability from \$5,000,001 to \$55,000,000. Our current provider, Schools Excess Liability Fund Joint Powers Authority (SELF), recently assessed MiraCosta Community College District approximately \$110,000 over the past two years. In addition, SELF has moved to a “claims made” policy for sexual abuse and molestation coverage, which is more restrictive to the district.

**STATUS**

The Human Resources and Administrative Services divisions will be exploring and evaluating options for property and liability insurance coverage for the 2023/24 fiscal year. To preserve the district’s right to explore options, notification to SELF prior to December 31, 2022, is necessary.

**RECOMMENDATION**

Adopt Resolution No. 7-22/23 to Withdraw Membership in Schools Excess Liability Fund Effective July 1, 2023, as stated.

MIRACOSTA COMMUNITY COLLEGE DISTRICT  
RESOLUTION NO. 7-22/23

**RESOLUTION OF THE BOARD OF TRUSTEES OF MIRACOSTA COMMUNITY COLLEGE DISTRICT DECLARING WITHDRAWAL OF MEMBERSHIP IN THE SCHOOLS EXCESS LIABILITY FUND JOINT POWERS AUTHORITY (SELF)**

On motion of Member \_\_\_\_\_, seconded by Member \_\_\_\_\_, the following resolution is approved:

**WHEREAS**, California community college districts need to maintain fiscally stable excess liability coverage to protect their agency against unforeseen liability claims; and

The District presently has \$55,000,000 in liability limits through its membership in the excess liability program from the Schools Excess Liability Fund (SELF), and The bylaws of the SELF JPA require final notice of withdrawal be provided no later than December 31, 2022 in order to preserve the District's options for the following fiscal year.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of MiraCosta Community College District notifies the Schools Excess Liability Fund Joint Powers Authority of its intent to withdraw from that Joint Powers Authority effective July 1, 2023.






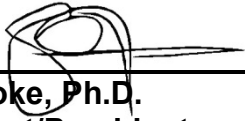
**PASSED AND ADOPTED** by the Governing Board of the MiraCosta Community College District at One Barnard Drive, Oceanside, CA 92056, on the 15<sup>th</sup> Day of December 2022, by the following vote:

AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSENT: \_\_\_\_\_ ABSTENTIONS: \_\_\_\_\_

STATE OF CALIFORNIA )  
COUNTY OF SAN DIEGO)

I, Sunita V. Cooke, Secretary of the Board of Trustees of Mira Costa Community College District, Oceanside (or San Diego County), California, do hereby certify that the foregoing is a full, true and correct copy of a resolution adopted by said board at the regularly scheduled and conducted meeting held at the time and place stated, which resolution is on file and of record in the office of said board.

\_\_\_\_\_  
Sunita V. Cooke, Ph.D.  
Superintendent/President  
Secretary of Board of Trustees

<b>Subject:</b> Board Policy 7270 – Student Workers	<b>Attachment:</b> Board Policy 7270 – Student Workers
<b>Category:</b> Board Policies – Periodic Reviews	<b>Type of Board Consideration:</b> Information          Consent          Action 
<b>Institutional Goals:</b> <a href="http://mcc.mission_statement.pdf">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b>  Goal 1  Goal 2  Goal 3  Goal 4
	<b>Approved for Consideration:</b>  _____ Sunita V. Cooke, Ph.D. Superintendent/President

**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 7270 – Student Workers have been approved by College Council, and the policy is now presented for adoption by the board of trustees.

Administrative Procedure 7270 is included for reference only.

**RECOMMENDATION**

Adopt Board Policy 7270 – Student Workers.

The superintendent/president shall establish administrative procedures to administer the employment of students at the college to ensure the requirements of state law [statutes](#) and regulations regarding student workers are met.

~~Also s~~ See Administrative Procedure [AP 7270 Student Workers](#).

Adoption Date: 1/18/11

Periodic Review: **xx/xx/xx**References: Education Code §§69960 [subdivision](#) (f), 88003

CCLC Update: --

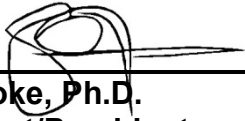
Steering: VPIS/VPHR

The superintendent/president shall establish administrative procedures to administer the employment of students at the college to ensure the requirements of state law and regulations regarding student workers are met.

See Administrative Procedure 7270.

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Adoption Date: 1/18/11  
Periodic Review:  
References: Education Code §§69960(f), 88003  
CCLC Update: #20, 3/12; #22, 6/13  
Steering: VPIS/VPHR

<b>Subject:</b> Board Policy 7280 – Employee Recognition	<b>Attachment:</b> Board Policy 7280 – Employee Recognition
<b>Category:</b> Board Policies – Periodic Reviews	<b>Type of Board Consideration:</b> Information          Consent <input checked="" type="checkbox"/> Action
<b>Institutional Goals:</b> <a href="http://mcc.mission_statement.pdf">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> <input checked="" type="checkbox"/> Goal 1 <input checked="" type="checkbox"/> Goal 2 <input checked="" type="checkbox"/> Goal 3 <input checked="" type="checkbox"/> Goal 4
	<b>Approved for Consideration:</b>  _____ Sunita V. Cooke, Ph.D. Superintendent/President

**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 7280 – Employee Recognition have been approved by College Council, and the policy is now presented for adoption by the board of trustees.

Administrative Procedure 7280 is included for reference only.

**RECOMMENDATION**

Adopt Board Policy 7280 – Employee Recognition.

The district is committed to recognizing employees for their contributions to the district. The superintendent/president, in consultation with the various employee group organizations, may recommend to the Board of Trustees appropriate types of recognition.







[Also see AP 7280.1 Employee Recognition – Academic Administrators, AP 7280.2 Employee Recognition – Classified, AP 7280.4 Employee Recognition – Full-Time Faculty, and AP 7280.5 Employee Recognition – Associate Faculty.](#)

The district is committed to recognizing employees for their contributions to the district. The superintendent/president, in consultation with the various employee group organizations, may recommend to the Board of Trustees appropriate types of recognition.

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Adoption History: 4/24/12  
Periodic Review: --  
CCLC Update: --  
Steering: VPHR



<b>Subject:</b> Board Policy 5040 – Student Records, Directory Information, and Privacy	<b>Attachment:</b> Board Policy 5040 – Student Records, Directory Information, and Privacy
<b>Category:</b> Board Policies – Second Reading	<b>Type of Board Consideration:</b> Information                  Consent                  Action 
<b>Institutional Goals:</b> <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b>  Goal 1  Goal 2  Goal 3  Goal 4
	<b>Approved for Consideration:</b>  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

**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 5040 – Student Records, Directory Information, and Privacy have been approved by College Council, and the policy is now presented for a second reading and adoption by the board of trustees.

Administrative Procedure 5040 is included for reference only.

**RECOMMENDATION**

Adopt Board Policy 5040 – Student Records, Directory Information, and Privacy.

The superintendent/president shall assure that student records are maintained in compliance with applicable federal and state laws relating to the privacy of student records.

The superintendent/president may direct the implementation of appropriate safeguards to assure that student records cannot be accessed or modified by any person not authorized to do so.

Any currently enrolled or former student of the district has a right of access to any and all student records pertaining to the student that are maintained by the district.

[Commencing with the 2023–24 graduating class, a graduating student may request the district confer the diploma or certificate in the student's chosen name. The district cannot require a graduating student to provide legal documentation to demonstrate a legal name or gender change in order to have the student's chosen name listed on the student's diploma or certificate.](#)

No district representative shall release the contents of a student record to any member of the public without the prior written consent of the student, other than directory information as defined in this policy and information sought pursuant to a court order or lawfully issued subpoena, or as otherwise authorized by applicable federal and state laws.

Students shall be notified of their rights with respect to student records, including the definition of directory information contained here, and that they may limit the information.

Directory information shall include:

- A. Student name, address, student identification number (SURF ID), phone number, email address, dates of attendance, and enrollment status (full-time, half-time).
- B. Student participation in officially recognized activities and sports, including weight, height, and a photograph of athletic team members.
- C. Degrees, certificates, and awards received by students, including date, major, honors, scholarship awards, athletic awards, and President's List and President's Permanent Honor Roll recognition.

See Administrative Procedures 5040.

**MiraCosta Community College District**

**Page 1 of 1**

Adoption History: 6/15/10, 10/26/16

Reference Update: 4/15

References: Education Code [§§66271.4 and](#) §§76200 et seq.  
Title 5, §§54600 et seq.  
ACCJC Accreditation Standard II.C.8  
20 U.S. Code §1232g(j)

CCLC Update: #26, 4/15, [4/22](#)

Steering: VPSS

A cumulative record of enrollment, scholarship, and educational progress shall be kept for each student.

**Release of Student Records**

No instructor, official, employee, or board of trustees member shall authorize access to student records to any person except under the following circumstances:

- A. Student records in the form of a transcript shall be released pursuant to a student's written or verified electronic consent. Students shall submit a signed transcript request to the Admissions and Records Office indicating the number of transcripts requested and destination. Students may submit an electronic transcript request whereby the identity of the requestor is verified through a series of questions and responses and validation of the payer. If identity cannot be verified electronically, the student's written signature will be required by the transcript-processing vendor prior to release of the academic record.
  
- B. Directory information may be released in accordance with the definitions in Board Policy 5040. Requests for release of directory information shall be submitted to the director of admissions and records or the dean of admissions and student support for approval or denial. The district reserves the right to deny any such requests. Student records shall be released pursuant to a judicial order or a lawfully issued subpoena. Subpoenas shall be submitted to the Admissions and Records Office. The subpoenas shall be reviewed to determine the type of records requested and the appropriate office of retention of such records. Retrieval of records from college departments and offices shall be organized by Admissions and Records staff. The director of admissions and records shall review the subpoena and gathered documents and, when required, prepare a declaration of records as submitted in order to comply with the subpoena. The district will make a reasonable effort to notify the eligible student of the order or subpoena in advance of compliance so that the eligible student may seek protective action, unless the disclosure is prohibited by regulation.

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Effective Date:	6/15/10, 2/13/20
Periodic Review:	9/2/16
References:	Education Code §§66093.3, 71091, and 76200 et seq. Title 5 §§54600 et seq. 20 U.S. Code §1232g(j) (U.S. Patriot Act) Civil Code §1798.85 ACCJC Accreditation Standard II.C.8
Reference Update:	4/15; 3/19
CCLC Update:	#26, 4/15; #34, 3/19
Steering:	VPSS / N/A

- C. Student records shall be released pursuant to a federal judicial order that has been issued regarding an investigation or prosecution of an offense concerning an investigation or prosecution of terrorism.
- D. Student records may be released to officials and employees of the district only when they have a legitimate educational interest to inspect the record. The supervisor of an employee who requires access to student records as part of their normal course of duties shall submit an access-to-records request as part of the hiring process. The employee shall be required to sign a confidentiality form to ensure compliance with privacy laws. Non-routine requests for access to student records shall be submitted to the director of admissions and records or the dean of admissions and student support, who shall review the request for appropriate use, approve or deny the requests, and provide direction regarding proper disposal of records after use.
- E. Student records may be released to authorized representatives of the Comptroller General of the United States, the Secretary of Education, an administrative head of an education agency, state-education officials, or their respective designees, or the United States Office of Civil Rights, when that information is necessary to audit or evaluate a state or federally supported educational program or pursuant to federal or state law. Exceptions are that when the collection of personally identifiable information is specifically authorized by federal law, any data collected by those officials shall be protected in a manner that will not permit the personal identification of students or their parents by other than those officials, and any personally identifiable data shall be destroyed when no longer needed for that audit, evaluation, and enforcement of federal legal requirements. Requests shall be submitted to the director of institutional research who in conjunction with the director of admissions and records shall monitor the retrieval and distribution of such records.
- F. Student records may be released to officials of other public or private schools or school systems, including local, county, or state correctional facilities where education programs are provided, when the student seeks or intends to enroll or is directed to enroll. The release is subject to the conditions in Education Code section 76225. Requests shall be submitted to the dean of research, planning, and institutional effectiveness who in conjunction with the director of admissions and records, shall monitor the retrieval and distribution of such records.
- G. Student records may be released to agencies or organizations in connection with a student's application for, or receipt of, financial aid, provided that information permitting the personal identification of those students may be disclosed only as may be necessary for those purposes as to financial aid, to determine the amount of the financial aid, conditions that will be imposed regarding financial aid, or to enforce the terms or conditions of financial aid. Requests shall be submitted to the director of financial aid who shall monitor the retrieval and distribution of such records.
- H. Student records may be released to organizations conducting studies for or on behalf of accrediting organizations, educational agencies, or institutions for the purpose of developing, validating, or administering predictive tests, administering financial-aid programs, and improving instruction, if those studies are conducted in such a manner as will not permit the personal identification of students or their parents by persons other than representatives of those organizations, and the information will be destroyed when no longer needed for the purpose for which it is conducted. Requests shall be submitted to the dean of research, planning, and institutional effectiveness, who in conjunction

with the director of admissions and records shall monitor the retrieval and distribution of such records.

- I. Student records may be released to appropriate persons in connection with an emergency if the knowledge of that information is necessary to protect the health or safety of a student or other persons, subject to applicable federal or state law. Requests under this procedure shall be submitted to the director of admissions and records, the dean of admissions and student support, grievance officers at San Elijo Campus and the Community Learning Center, or the vice president of student services, who shall review the request for appropriate use, approve or deny the requests, and provide direction regarding proper disposal of records after use.
- J. The following information shall be released to the federal military for the purposes of federal military recruitment: student name, address, telephone listing, date of birth, level of education, degree received, prior military experience, enrollment status, and major.

### **Charge for Transcripts or Verifications of Student Records**

A student/former student shall be entitled to two free copies of the transcript record or to two free verifications of various student records. Additional copies shall be made available to the student or to an addressee designated by them at the rate of five dollars per copy. Students may request special processing of a transcript.

### **Use of Social Security Numbers**

Effective January 1, 2007, the district shall not do any of the following:

- A. Publicly post or publicly display an individual's social security number.
- B. Print an individual's social security number on a card required to access products or services.
- C. Require an individual to transmit their social security number over the Internet using a connection that is not secured or encrypted.
- D. Require an individual to use their social security number to access an Internet Web site without also requiring a password or unique personal identification number or other authentication device.
- E. Print, in whole or in part, an individual's social security number so that it is visible on any materials that are mailed to the individual, except those materials used for:
  - a. Application or enrollment purposes.
  - b. To establish, amend, or terminate an account, contract, or policy.
  - c. To confirm the accuracy of the social security number.

If the district has, prior to January 1, 2004, used an individual's social security number in a manner inconsistent with the above restrictions, it may continue using that individual's social security number in that same manner only if:

- A. The use of the social security number is continuous.

- B. The individual is provided an annual disclosure that informs the individual they have the right to stop the use of their social security number in a manner otherwise prohibited.
- C. MiraCosta Community College District agrees to stop the use of an individual's social security number in a manner otherwise prohibited upon a written request by that individual.
- D. No fee shall be charged for implementing this request, and the district shall not deny services to an individual for making such a request.

### **Collection and Retention of Student Information**

The district shall treat all students equitably in the receipt of all school services, including, but not limited to, the gathering of student and family information for the institution's benefit programs.

The Admissions and Records Office shall maintain in writing district policies and procedures for gathering and handling sensitive student information, and appropriate personnel shall receive training regarding those policies and procedures.

The district will provide students and families with annual notice, at the beginning of each school year, of institutional policies for student privacy and the abilities of parents or eligible students to inspect student information.

The will provide students an opportunity to opt out of disclosure of directory information.

Notices must describe the following:

- The kind of information that the school has identified as directory information;
- The eligible student's ability to refuse to let the school designate the information as directory information, which could be disclosed to outside entities;
- The period of time in which the eligible student has to notify the school in writing that he/she does not want the information designated as directory information; and
- That opting out by the noted deadline is the students' only way to prevent the release of directory information.

Any sensitive information, such as a student's, parent's, or guardian's SSN, any AB 540 determinations, or citizenship status information collected by the district or disclosed by the student, should be maintained only for as long as necessary.


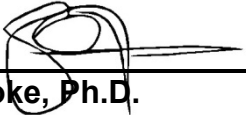
If the district possesses information that could indicate immigration status or citizenship status, the district shall not consider the acquired information in admissions decisions or access to educational courses or degree programs.

Students may elect not to provide immigration or citizenship status information to the institution, and this election shall not impede admissions or enrollment in educational programs.

The district shall not create a list of student names linked with immigration status.

District police or security departments shall not inquire into an individual's immigration status for immigration enforcement purposes.

District police or security departments shall not aid any effort to create a registry containing individuals' country of birth or based on any other protected characteristics of victims, witnesses, or suspects of crimes unless required by law for specified purposes.

<b>Subject:</b>  Spring, Summer, and Fall 2021 Credit Graduate List	<b>Attachments:</b>  Credit Graduate List
<b>Category:</b>  Information	<b>Type of Board Consideration:</b>  Information                  Consent                  Action
	<b>Approved for Consideration:</b>  _____ Sunita V. Cooke, Ph.D. Superintendent/President

**BACKGROUND**

The registrar certifies academic performance to ensure students are eligible to graduate.

**STATUS**

The list of the spring, summer, and fall 2021 credit graduates have been forwarded to the superintendent/ president for review and approval.

**RECOMMENDATION**

For information only.



## MiraCosta College Spring 2021 Graduates

### Bachelor of Science

Myriam Jazmin Barraza Alarcon  
David Eduardo Beltran-Garcia  
Monica Cathleen Bennett  
Jonah Ryan Cook  
Patrick Michael Corder  
Jonathan A. Diaz  
Shawn Hayoung Eggendorfer  
Alberto Manuel Esparza  
Annarenee Fonseca  
Jennie Guevara-Garcia  
Russell Keith Hull  
Jayd Rose Kowitt  
Maryam Mafreshi

Eduardo Andres Martinez  
Jennifer Dawn Micallef  
Esperanza Millan  
Loreana Moran  
Samuel Benjamin Neuendorf  
Luis Stephen Orozco  
Christopher Edson Osborne  
Kellee Elaine Ramirez  
Huong Jessica Saltz  
Anika Nadia Santorelli  
Esther Mae Tanksley  
Tracy Anne Volz

## Associate in Arts

Tiana Aboufadel  
Miranda Corine Abrescy  
Alyssa Marie Acuna  
Jaime Roberto Adame  
Lauren Marissa Adams  
Jacob William Adkins  
Brooke Lauren Affre  
Gabriela J. Aguilar  
Maliha A. Ahmed  
Donya Akbari  
Karrisa Raye-Lynn Aki  
Rebecca Naomi Albano  
Hannah Nicole Alguire  
Davina Belle Alvarado  
John Edwyn Alvarado  
Francisco Alvarado-Mateos  
Nancy Arely Alvarenga  
Kylie Ray Alvarez  
Stephanie Reanne Alvarez  
Brooke Anderson  
Katherine Anderson  
Kira Noelle Anderson  
Noemi M. Antonio  
Ana Cecilia Antonio Hernandez  
Jo Anna Aragon  
Rosa Lizeth Aragon Tlatempa  
Dillon Christian Archer  
Daphne Joy Arellano  
Ariana Rose Arellano-Blas  
Peyton Janelle Armstrong  
Adrianna Arvizu  
Kaliana Christine Ashkarian  
Johann Patrick Auer  
Madeline Grace Austin  
Nichole Elaine Avila  
Alejandro Ayala  
Josefina Margarita Ayala  
Sherni Zara Azad  
Liliana Baca  
Laura Yedia Badillo Bazan  
Priscilla Diane Badmilk  
Cheri La Trace Bailey  
Edward Corey Baker  
Japheth McKay Ballard  
Kelly William Balona  
Lourdes Bañuelos Castrellon  
Guadalupe Barajas  
Mayra Alejandra Barajas  
Fernanda Nicolle Barajas Loza  
Lawanda Evette Barrow  
Payten J. Bartholme  
Maxine Marie Bartlett-Pacheco  
Askar Bashirov  
Quinn W. Battiato  
Kayla Eva Bausch  
Abigail Joy Baxter  
Brianna Lynn Bayston  
Jakob L. Beard  
Jose Manuel Becerra Delgadillo  
Lorraine Nicole Beebe  
Gracie Ann Beile  
Jason Leroy Belcher  
Madison Grace Bell  
Enrique Beltran  
Olivia Abrah Benchetrit  
Alexandra Crawford Beninger  
Robert Alan Bennett  
Jonathan Anthony Benvenuto  
Mayeli Berg  
Daisy Bernardino  
Edith Bernardino Vasquez  
Chance Coleton Billick  
Aishah Nazahah Bint Sadiq  
Abdulmateen  
Aaron Jonathan Blanchett  
Gabriella Jean Blea  
Mark Blinder  
Kaili Yumi Bobadilla  
Ashley Anne Bohm  
Luis Alberto Bolanos Jimenez  
Johnathon Vincent Borja  
Helena Grace Bornstein  
Zsuzsanna Boston  
Kianna Amira Botello  
Dominique Jake Boupachantho  
Taylor Anna Marie Bradshaw  
Robert Donn Branca  
Eric Jason Braunwalder

Brenda Bravo Rodriguez  
Renee Brenot  
Ana Brkovic  
Caitlin Renee Brown  
Kathryn Elizabeth Brown  
Christine Brumbach  
Olivia Renee Brusick  
Alyssa Marie Brust  
Cephora Dena Bruton  
Samantha Amanda Bryant  
Brigid LeFay Buckman  
Jennifer Lee Buckwalter  
Danielle Rose Buford  
Andrea Florence Bullar  
Josephine Livia Burris  
Christopher A. Burroughs  
Heather E. Busetto  
Hailey Elizabeth Busic  
Cailin S. Butler  
Kacella Lynda Marie Byers  
Leidy Carolina Caicedo Gonzalez  
Ebony Lashon Calhoun  
Cherise Camacho  
Samantha Camacho  
Nancy Camargo Lopez  
Kimani Denise Cameron  
Samantha Campos  
Sandy Can  
Reynaldo Canales, Jr.  
Kristie Jacqueline Capozzoli  
Rene Lynn Capp-Sandoval  
Andreina Stacey Carachure  
Ana Luisa Caratachea  
Adrian Cardenas  
Priscilla Cardenas  
Samantha Taylor Cardenas  
Natalia Corin Carr  
Bianca Carrasco Zavala  
Josue Abraham Carrillo  
Denise Helen Castaneda  
Mireya Castellanos Bautista  
Daniel A. Castro  
Jesus M. Castro-Horta  
Andrea M. Cavaliere  
Kyle Damon Cayne  
Adan Ignacio Cerda

Kassandra Judyth Chacon  
Qianshan Chai  
Adilene Chaires  
Amber Chatfield  
Graciela Rosario Chavez  
Jazmyne Lanae Chavez  
Veronica Chavez  
Zuleima I. Chavez  
Alejandra Chavez Lopez  
Darius Cain Chavez-Martinez  
La Tricia Antoinette Chester  
Dennis Cikos  
Ian Michael Clark  
Saxon Paul Clark  
Trent Joseph Clark  
Mikayla Maria Clarke  
Josselyn Rose Clasby  
Cole Preston Cloyd  
Taiki Cocks  
Cameron Daniel Colleran  
Alexis Justine Collier  
Eva Simone Collier  
Dakota E. Collings  
Konor Collins  
Aleida Colores Luengas  
Alexander Christopher Concepcion  
Scott K. Conley  
Gabriel M. Contreras  
Sydney Jeanette Contreras-Macias  
Lorenzo G. Cooper  
Anallely Corea  
Ciarra Cilvina Corona  
Melanie Rose Costa  
Renee Andrea Costa  
Laura Noemi Coto Romero  
Madison Sage Cox  
Rachel Hanna Crane  
Patricia Ann Crowley  
Cadyn Blair Cutliff  
Heather Dakan  
Erin Rachael Danzer  
Stefani M. Daoud  
Victoria Angelee Davis  
Joselyn Reina De La Cruz  
Samantha Dominique DeCaro  
Yaneyry Delfin Martinez

Esther Delgado  
Alyssa Marie Denmon  
Thomas Joseph Derbin  
Thomas Ryan Derby  
Brendan Patrick Devlin  
Peter James DiBlasi  
Jasmine Nichole Dietz  
Kathy Phuong Dinh  
Lauren Christina DiPietro  
Jacob Elijah Dixon  
Christopher Thomas Dixson  
Tiana Dolan  
Alisandra Marie Dominguez  
Miltreta Mae D'Orazi  
Charlotte Corinne Dowson  
Christine M. Duffy-Buenviaje  
Loren Marie Dunn  
Taja Leanne Duvall  
Alexis Marie Dytko  
Joel Thomas Earwicker  
Robert Eckhardt  
Jennifer Elizabeth Eddo  
Ruby Elyse Eddo  
Vorie Edelmann  
Caitlin Elizabeth Edmondson  
Aimee Elizabeth Eilar  
Christopher Mohamed El-Hajali  
Camden Elliott  
Brittany Ann Engel  
Rebecca Miriam Engel  
Guadalupe Enriquez  
Jessica Jordyn Erie  
Alec Gabriel Escalante  
Reizalynne-Mae Capili Esparagoza  
Elizabeth Esparza  
Amy Espinoza  
Robert Scott Esposito  
Giselle A. Esquer  
Darin James Essa  
Amber Rose Euse  
Andrew James Evashko  
Grace Rodriguez Fain  
Madeleine E. Fair  
Jennifer Nicole Fallis  
Jennifer Rae Familo  
Shane William Fedak

Jonathan Fierro  
Vanessa Figueroa  
Avery Finden  
Taylor Hope Fine  
Victoria Reece Finn  
Briana Marie Fiore  
Janelle Marie Fiore  
Taylor Leigh Fishman  
Macy Anne Fleishman  
Harabella Pascale Fleurissaint  
Daisy Crystal Flores  
Priscilla Yasmin Flores  
Amy Nayeli Flores Luis  
Murray Rociel Foster  
Nicholas William Foster  
Parrish Ryan Franklin  
Emma Lee Friedmann  
Anita Friedrich  
Lindsay Fryhling  
Jack William Furgerson  
Alexis Lindsay Gable  
Adriana Gagliano  
Stephanie Michelle Galanes  
Dalia Jannet Galindo  
Sheila Melissa Gallegos  
Esteban E. Galvan  
Mark Gandarilla  
Andrew John Ganio-Marzan  
Ashley Melissa Garcia  
Cynthia Monique Garcia  
Daniel Leonardo Garcia  
Gloria Isabel Garcia  
Janissa Garcia  
Jessica Crystal Garcia  
Jessica Edith Garcia  
Joshua Eric Garcia  
William Garcia  
Yaretzi Krysta Garcia  
Concetta Garcia-Anderson  
Zaira Daniela Garcia-Montes  
Sydney Ariana Garner  
Abraham Gaytan Cruz  
Ava Claire Geasland  
Ashley Gerdo  
Daniel Arthur Gerla  
Heidi Alexandria Gertzki

Gale Atienza Gibbons  
Phillip Steven Gintowt  
Emon Gitesatani  
Natalya Nicole Glaser  
Riley Austin Golden  
Jakob Paul Gomez  
Dulce Bibiana Gomez Canseco  
Kristian Itati Gonzales  
Lori Ann Gonzalez  
Raul Gonzalez  
Joel B. Goodman  
Miranda Samara Gordillo-Perez  
Jenifer E. Goulet  
Sophia Norene Gracey  
Varlessa Larnell Graham  
Tessa Maria Grantham  
Neda Olivia Grayson  
Wendy Sue Griffin  
Jack Robert Grimm  
Juli Anna Grindell  
Madisen Rey Groscup  
Sarah Nicole Grueneberg  
Aryn Elisabeth Grusin  
Evangelene Raquel Guerrero-Suniga  
Celeste Guidotti  
Justine Gum  
Daniel Ryan Gurvis  
Amanda Jo Haagenson  
Hephzibah Joy Haaland  
Bonnie Gwynn Habis  
Maribel Hadnot  
Levi Spencer Patrick Hafey  
Ryan Edward Halcovich  
Cameron Matthew Hall  
Reagan Juliette Hall  
Molly Louise Hamilton  
Olivia Mackenna Hamm  
Marinela Harabagiu  
Michael Warren Harding  
Michelle Elizabeth Hargrove  
Miranda Virginia Haro  
Danisha Rayshawn Harris  
Kaytlyn Jane Harris  
Brian Craig Hartley  
Cassidy Christine Hartley  
Barbara Carol Harvey

Shiva Leaf Hasson  
Nicholas James Hatfield  
Tannes Hearn  
Laura Caroline Heck  
Angelica Yvette Hernandez  
Dashila Karim Hernandez  
Noe Hernandez  
Vanessa Lopez Hernandez  
Alexis Anajayne Hernandez-Robles  
Tailer Herradura  
Samantha Lee Herran  
Edgar Herrera  
Emma Avellaka Herrera  
Jennifer Leigh Herrera  
Holly Maharet Herring  
Krislyn Ashley High  
Helen LeiNani Highland-Coslow  
Sophia Jaden Higuera  
Emmaline Elizabeth Hill  
Kendra L. Hines  
An Thanh Ho  
Anna Marie Hodge  
Grace Holgerson  
Hyeri Hong  
Lisa Leilani Honickel  
Kian George Hoover  
Kylie Hopkins  
Yoshie Horii  
Cory Austin Horn  
Dana Christine Hottell  
Kayla C. Howard  
Mubai Huang  
Brenna Hughbanks  
Harley D. Hughes  
Renee Nicole Hunt  
Khanh Gia Huynh  
Tho Truong Huynh  
Anisa Ibnat  
Christopher Michael Icart  
Ruth Cecilia Iniguez  
Antonie Marquis Jackson  
Audrey Jackson  
Emily Marie Jackson  
Ronald Patrick Jackson II  
Woodrow Roger Jackson, Jr.  
Jacob Alexander Janc

Brandon S. Jardine  
Angelica Jarvis  
Kristine Janae Bautista Javar  
Trevor Allen Jenkins  
Jolie J. JeRue  
Maria Rosario Jesus Jose  
Oscar Jimenez  
Claire Maxine Johnson  
Elizabeth Johnson  
Jacob Martin Johnson  
Jaycee Sue Johnson  
Michelle J. Johnson  
Kate Elise Johnston  
Matthew Avery Johnston  
Simone Masako Jones  
Madeline Dawn Juarez  
Leanne Jummainpol  
Tasha Yasmin Kadah  
Samantha Ann Kalt  
Kayla Rose Kamani  
Amber Karim  
Benjamin Joseph Karp  
Nao Katayama  
Raquel Yvette Kauthen  
David Anthony King  
Deric King  
Katelyn C. King  
Megan Laura Kirsch  
Darin B. Kirshner  
Kristine Nicole Kokkinos  
Kristin S. Komar  
Andrew Kondan  
Karena Irene Korbin  
Kyra Faye Marlena Kraus  
Nalia DC Kreider  
Cassidy Taylor Krute  
Brooke Nanette Kuball  
Krista Renee Kueber  
Austin Paul LaChance  
Kaylahni Jacqueline Lacy  
Arica LeAnne Ladner  
Dawn Ashley Dauz Lagmay  
Shelby Jolene Lambert  
Kamille Roseanne Landry  
Danika Rose Lara  
Alexis Marie Larson

Melinda Grace Lauffer  
Anita Maria Layedra  
Shiela Joy R. Layug  
Tania Beatriz Lebel  
Alexa Nicole Mahealani Lee  
Brandon Victor Lee  
Karis Eidel Lee  
Kaitlin Rose Leibelt  
Andrew James Ethan Leja  
Charles Christopher LeMasters  
Anthony Thomas Leon  
Valerie Jalyn Leon  
Megan (Jet) Rene Lepper  
Maile Azevedo Levy  
Hongfang Li  
Belinda D'andra Liaga  
Kristen Marie Liles  
Lacie Nicole Linek  
Cristian Andres Lira  
Justin Joe Allen Littledeer  
Madison Logan  
Ciara Dawn Long  
Abraham Angel Lopez  
Alexa Lopez  
Joselin Johana Lopez  
Nancy Lopez  
Ruben Lopez  
Brandon Lopez-Ibanez  
Zoe Anne Lopp  
Stephen Grayson Lovette  
Megan Taylor Lowrie  
Adrienne Renee Luban  
Alexander Jacob Lucas  
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Luke Christopher Macy-Hutter  
Zoe Eliza Madarang  
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Cecilia Guadalupe Martinez  
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Emit Jesus MartinezRamirez  
Sabrina Ann Mathys  
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Eilleen Sanchez Mendoza  
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Daniel Bernard Meshnik  
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Kamran Cristobal Sandoval  
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Dezra Grace Sierra  
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Abiel Silvestre  
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Daniela Solis  
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Gina Diane Spinks  
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Benjamin David Sutton  
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Matthew Rene Tangonan  
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Misimasefili Jade Taveuveu  
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Skyler Rose Tettleton  
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Devanta Thomas  
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Micah J. Thomas-Tutt  
Amanda Gwen Thompson  
Megan Thornton  
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Jazmin Tua  
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Britni Nicole Urbina  
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Charisse Nicole Valenzuela  
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Kestt van Zyl  
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Stella Laurel Vargas-DeWitt  
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Brian Xavier Velasco  
Grace Velasquez  
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Heather Lynn Ver Sluis  
Juan Pablo Verduzco Tovar  
Yesenia Villanueva  
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Joy Abigail Vivar  
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Taylor Nichole Williams  
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Samantha Rose Wilson  
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Aujene Monique Woodside  
Kylie Ann Wright  
Ivanna Raquel Wrobel  
Adam Emerson Wulfert  
Garrett James Wysocki  
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Haruka Yamaguchi  
Olen Yaqunda  
Andrea Christine Yates  
David B. Yingst

Walker Lee Yorba  
Gelila Ayalew Yoseph  
Ellen Young  
Kerry Ann Young  
Teigen-Jade Young  
Steven Yu  
Bobby Zac Zajonc  
Andrea Zamudio  
Anthony Israel Zapata  
Cassidy Shea Zellefrow  
Jesse Zepeda  
Kelly Nicole Zimbelmann  
Nenad Zivkovic  
Mariah Terese Zizzo-Gomez  
Claudia Zuhlke  
Cristoffer Gaincarlo Zuna

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Christopher Patrick Abal	Samina Daria Engel
Miguel Arenas	Jenina Lenor Policarpio Esguerra
Johann Patrick Auer	Hannah Kay Estel
Antonio Baez Camacho	Alexis Stream Estes
Kelly William Balona	Amber Rose Euse
Guadalupe Barajas	Anthony Christopher Fabian
Askar Bashirov	Sara Rose Fausto
Maxwell David Battenfeld Willetts	Briana Marie Fiore
Cassien Patrick Louis Baudier	Brice Henry Folkert
Brianna Lynn Bayston	Parrish Ryan Franklin
Jared Chaz Beauford	Megan Ryan Frazier
Hugo H. Blacido	Sandy Emad Gallegos
Lindsay Jane Bonavida	Sheila Melissa Gallegos
Dominique Jake Boupachantho	Hugo Garcia
Tiffany Nicole Bravo	David Rudy Garcia Perez
Ashley Susan Braxmeyer	Cade James Gamer
Jenna Rose Brockman	Sydney Ariana Gamer
Jasmin Bueno Aguilar	Vanessa Erin Gazda
April Campos	Elliot Enzo Gherardi
Adrian Cardenas	Nicolas C. Giacalone
Samantha Taylor Cardenas	Emon Gitesatani
Mireya Castellanos Bautista	Ilyssia Monique Gonzalez
Yuri Leao Castilho	Jonathan Benjamin Gordon
Kyle Damon Cayne	Neda Olivia Grayson
Jennifer Jeaneen Chastain	Lindsey Marie Greenbauer
Boramy Cheng	David Michael Grischuk
Chase Tams Chytraus	Madisen Rey Groscup
Kamila Vitti Clark	Maribel Hadnot
Sydney Kai Clifton	Molly Louise Hamilton
Cameron Daniel Colleran	Jacob Cash Hapgood
Gabriel M. Contreras	Samuel Harding
Ariana Contreras Maldonado	Jenny Beth Heimaster
Dannielle Amber Crouch	Alexis Anajayne Hernandez-Robles
Joselyn Reina De La Cruz	Duy Khanh Van Hoang
Marina De La Cruz	Mark Thomas Holland
Reese Anthony DeCristoforo	Chloe Joy Hollingsworth
Ryan Ray DeLuna	Jasmine Monet Hoofard
Ariana Nicole DeMaria	Kian George Hoover
Matthew Michael DeYoung	Harley D. Hughes
Jasmine Nichole Dietz	Elizabeth Louise Irvin
Lauren Christina DiPietro	Adam James Jacobs
Brianna Duarte	Matthew Jaffe
Robert Eckhardt	Jacob Alexander Janc
Christopher Mohamed El-Hajali	Trevor Allen Jenkins

Derek John Jennings  
Samuel Jose  
Grace Elizabeth Keogh  
Peter Joseph Khayat  
Jayd Rose Kowitt  
Kyra Faye Marlana Kraus  
Lauren Jaye Kreiss  
Christian D. Labitan  
Arica LeAnne Ladner  
Melinda Grace Lauffer  
Hong Hanh Le  
Kristina Vladimirovna Lebedeva  
Kaitlin Rose Leibelt  
Valerie Jalyn Leon  
Megan (Jet) Rene Lepper  
Sarah Emily Lewis  
Belinda D'andra Liaga  
Ciara Dawn Long  
Brandon Lopez-Ibanez  
Stephen Grayson Lovette  
Adriana Marie Macias  
Luke Benjamin Magee  
Sohail A. Malik  
Jackeline Carolina Mancilla  
Cole Austin Marcher  
Cristian C. Martinez  
Estepan Martinez  
Marco Martinez  
Cannen Martin-McBride  
Jasmin Mata  
Samantha Lauren McConnell  
KC Montana McLain  
Jewelina Leann Mendez  
Giovanni Mendoza  
Laura Lee Mertz  
Arturo Robles Michel  
Connor Jeffrey Miller  
Jason R. Miller  
Otilio Alberto Molano  
Martin Montañez Hernandez  
Giovanny Moreno  
Jordan Ridge Moreno-Breiner  
Joyce Custodio Morin  
Sage Malia Morris  
Sydney Ann Nauslar  
Jacob Andrew Nelson

Morgan Michelle Nelson  
Cong Huy Nguyen  
Thi Ngoc Anh Nguyen  
Austin Jacob Nichols  
Darsey Nicole Nicholson  
Aaron Jeremy O'Brien  
Nathan Lee O'Connor  
Oluwatosin Adenike Ologun  
Cassandra Lee Onori  
Gabriela Osio  
Oscar Pablo  
Leonardo Daniel Palomino  
Ashley Ruby Peña  
Craig Person  
Loan Phuong Phan  
Joshua Jordan Pheneger  
Kyle Matthew Philbrook  
Veronica Picone  
Julia Nicole Pine  
Serena Marie Pratt  
Emanuel Evan Prince  
Justin John Proaps  
Ekaterina Protasova  
Zachary Quaresma  
Alexis Briana Quinonez  
Vidal Blas Quintanar  
Nathaniel Lee Raab  
Megan Joanne Radzinski  
Aaron Rasmussen  
Abdullah Raufi  
Kenda Marie Rauscher  
Alyssa Brooke Razo  
Corey Nicole Real  
Hailey Morgan Renna  
Ciera Brooke Robbins  
Justin Keith Roche  
Sandra R. Rogel  
Ricardo Casas Roman  
Joanah Erika Rosario  
Alexander Sorg Rosseinsky  
Jennifer Lauren Rowe  
Douglas Juarez Russell  
Thomas Daniel Sage  
David Alexander Sanchez  
Katherine Elizabeth Schlegel  
Amanda Raye Scott

Parker William Shaw  
Oscar Silva  
Cole Lukacs Simes  
Brandon James Smith  
Mikala Ashley Snider  
Diego DeGuzman Soriano  
Jimmy Soriano  
Kara M. Stampfli  
JD Staten  
Chase Alexander Stearns  
Natalie Michelle Stevens  
Yidan Sun  
Trevor Anthony Sunseri  
Jessica Monica Surita  
Erin E. Swanke  
Raeley Carolina Swanson  
Kai Matthew Swick  
Mendel M. Talberg  
Matthew Ryan Tarasen  
Loiza De Leon Tarwater  
Esmeralda Tellez  
Troy Daniel Tempesta  
Veronica Burneo Tingzon

Cullen Takota Davenport Toner  
Christine Tovar  
Lila Georgia Troncone  
Anna Trubnikova  
Daina Shawn Tsuru  
Adrian Vargas, Jr.  
Victoria Marie Vasquez  
Edith Vasquez Zurita  
Diego Anthony Velasco  
Joy Abigail Vivar  
Patrick Vu  
Chloe Ann Wade  
Trevor James Walsh  
Elias S. Warren  
Hailey Ann Wild  
Dylan Thomas Williams  
Taylor Nichole Williams  
Tiffany Marie Williams  
Katie Wright  
Bobby Zac Zajonc  
Arie Zimmermann  
Alex Jay Zurich

## Certificate of Achievement

Christopher Patrick Abal	Priscilla Diane Badmilk
Tiana Aboufadel	Antonio Baez Camacho
Alyssa Marie Acuna	Cheri La Trace Bailey
Jaime Roberto Adame	Edward Corey Baker
Lauren Marissa Adams	Japheth McKay Ballard
Jacob William Adkins	Kelly William Balona
Brooke Lauren Affre	Guadalupe Barajas
Ali Afshin Pour	Mayra Alejandra Barajas
Maliha A. Ahmed	Fernanda Nicolle Barajas Loza
Mirian Ahuejote	Sara Nalina Barcik Weissman
Donya Akbari	Heather Ann Bare
Karrisa Raye-Lynn Aki	Gia Ariana Barker
Rasha Muzahem Al Salihi	Lawanda Evette Barrow
Rebecca Naomi Albano	Payten J. Bartholme
Hannah Nicole Alguire	Maxine Marie Bartlett-Pacheco
Davina Belle Alvarado	Dennis Ochintang Basanes
John Edwyn Alvarado	Askar Bashirov
Francisco Alvarado-Mateos	Maxwell David Battenfeld Willetts
Nancy Arely Alvarenga	Quinn W. Battiato
Kayla Julie Alvarez	Cassien Patrick Louis Baudier
Kylie Ray Alvarez	Kayla Eva Bausch
Stephanie Reanne Alvarez	Abigail Joy Baxter
Brooke Anderson	Brianna Lynn Bayston
Katherine Anderson	Jakob L. Beard
Kira Noelle Anderson	Jared Chaz Beauford
Tabitha Roanhorse Anderson	Jose Manuel Becerra Delgadillo
Noemi M. Antonio	Lorraine Nicole Beebe
Ana Cecilia Antonio Hernandez	Gracie Ann Beile
Lala Samantha Appel	Jason Leroy Belcher
Jo Anna Aragon	Madison Grace Bell
Rosa Lizeth Aragon Tlatempa	Enrique Beltran
Dillon Christian Archer	Olivia Abrah Benchetrit
Daphne Joy Arellano	Monica Cathleen Bennett
Ariana Rose Arellano-Blas	Robert Alan Bennett
Miguel Arenas	Megan Maghari Smith Bergsma
Peyton Janelle Armstrong	Daisy Bernardino
Adrianna Arvizu	Edith Bernardino Vasquez
Johann Patrick Auer	Chance Coleton Billick
Madeline Grace Austin	Aishah Nazahah Bint Sadiq
Nichole Elaine Avila	Abdulmateen
Alejandro Ayala	Hugo H. Blacido
Josefina Margarita Ayala	Aaron Jonathan Blanchett
Liliana Baca	Gabriella Jean Blea
Laura Yedia Badillo Bazan	Mark Blinder

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Luis Alberto Bolanos Jimenez  
Helena Grace Bornstein  
Zsuzsanna Boston  
Kianna Amira Botello  
Dominique Jake Boupachantho  
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Eric Jason Braunwalder  
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Tiffany Nicole Bravo  
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Ana Brkovic  
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Kathryn Elizabeth Brown  
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Samantha Taylor Cardenas  
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La Tricia Antoinette Chester  
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Ian Michael Clark  
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Saxon Paul Clark  
Trent Joseph Clark  
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Josselyn Rose Clasby  
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Konor Collins  
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Esteban E. Galvan  
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Janissa Garcia  
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William Garcia  
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Concetta Garcia-Anderson  
Zaira Daniela Garcia-Montes  
Sydney Ariana Gamer  
Austin James Garrison  
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Ava Claire Geasland  
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Torrey Jay Good  
Joel B. Goodman  
Gabriela Gordillo Aparicio  
Miranda Samara Gordillo-Perez  
Sophia Norene Gracey  
Tessa Maria Grantham  
Neda Olivia Grayson  
Lindsey Marie Greenbauer  
Jack Robert Grimm  
Juli Anna Grindell  
David Michael Grischuk  
Eri Kevin-Tyler Grootonk  
Madisen Rey Groscup

Holly Grow  
Sarah Nicole Grueneberg  
Evangelene Raquel Guerrero-Suniga  
Celeste Guidotti  
Daniel Ryan Gurvis  
Amanda Jo Haagenson  
Hephzibah Joy Haaland  
Imelda R. Haber  
Maribel Hadnot  
Levi Spencer Patrick Hafey  
Ryan Edward Halcovich  
Cameron Matthew Hall  
Reagan Juliette Hall  
Molly Louise Hamilton  
Olivia Mackenna Hamm  
Jacob Cash Hapgood  
Marinela Harabagiu  
Michael Warren Harding  
Samuel Harding  
Miranda Virginia Haro  
Danisha Rayshawn Harris  
Kaytlyn Jane Harris  
Lloyd Benjamin Harrison  
Jennifer Erin Hart  
Brian Craig Hartley  
Cassidy Christine Hartley  
Barbara Carol Harvey  
Nicholas James Hatfield  
Tannes Hearn  
Laura Caroline Heck  
Angelica Yvette Hernandez  
Dashila Karim Hernandez  
Noe Hernandez  
Vanessa Lopez Hernandez  
Anahy Mayela Hernandez Sanchez  
Alexis Anajayne Hernandez-Robles  
Tailer Herradura  
Samantha Lee Herran  
Edgar Herrera  
Emma Avellaka Herrera  
Jennifer Leigh Herrera  
Krislyn Ashley High  
Helen LeiNani Highland-Coslow  
Sophia Jaden Higuera  
Emmaline Elizabeth Hill  
Kathleen Mary Hinton

An Thanh Ho  
Duy Khanh Van Hoang  
Anna Marie Hodge  
Grace Holgerson  
Mark Thomas Holland  
Chloe Joy Hollingsworth  
Hyeri Hong  
Lisa Leilani Honickel  
Jasmine Monet Hoofard  
Kian George Hoover  
Kylie Hopkins  
Cory Austin Horn  
Dana Christine Hottell  
Kayla C. Howard  
Di Huang  
Mubai Huang  
Brenna Hughbanks  
Harley D. Hughes  
Renee Nicole Hunt  
Khanh Gia Huynh  
Tho Truong Huynh  
Christopher Michael Icart  
Ruth Cecilia Iniguez  
Antonie Marquis Jackson  
Audrey Jackson  
Emily Marie Jackson  
Woodrow Roger Jackson, Jr.  
Adam James Jacobs  
Matthew Jaffe  
Jacob Lucas Jagar  
Jacob Alexander Janc  
Brandon S. Jardine  
Kristine Janae Bautista Javar  
Trevor Allen Jenkins  
Derek John Jennings  
Jolie J. JeRue  
Maria Rosario Jesus Jose  
Oscar Jimenez  
Celeste Mirasol Johnson  
Claire Maxine Johnson  
Elizabeth Johnson  
Jacob Martin Johnson  
Jaycee Sue Johnson  
Kate Elise Johnston  
Matthew Avery Johnston  
Matthew Lloyd Ross Jones

Samuel Jose  
Janelly Juarez  
Madeline Dawn Juarez  
Leanne Jumnaipol  
Tasha Yasmin Kadah  
Samantha Ann Kalt  
Kayla Rose Kamani  
Amber Karim  
Benjamin Joseph Karp  
Raquel Yvette Kauthen  
Jerica Danielle Kays  
Grace Elizabeth Keogh  
Peter Joseph Khayat  
David Anthony King  
Deric King  
Katelyn C. King  
Kenadee Dahvay King  
Jamie Lynn Kirkpatrick  
Megan Laura Kirsch  
Darin B. Kirshner  
Kristin S. Komar  
Karena Irene Korbin  
Jayd Rose Kowitt  
Kyra Faye Marlena Kraus  
Cassidy Taylor Krute  
Brooke Nanette Kuball  
Christian D. Labitan  
Austin Paul LaChance  
Kaylahni Jacqueline Lacy  
Arica LeAnne Ladner  
Dawn Ashley Dauz Lagmay  
Shelby Jolene Lambert  
Stephanie Nicole Lambert  
Danika Rose Lara  
Melinda Grace Lauffer  
Anita Maria Layedra  
Hong Hanh Le  
Tania Beatriz Lebel  
Alexa Nicole Mahealani Lee  
Brandon Victor Lee  
Karis Eidel Lee  
Nakyong Lee  
Kaitlin Rose Leibelt  
Andrew James Ethan Leja  
Charles Christopher LeMasters  
Anthony Thomas Leon

Valerie Jalyn Leon  
Megan (Jet) Rene Lepper  
Maile Azevedo Levy  
Sarah Emily Lewis  
Hongfang Li  
Belinda D'andra Liaga  
Justin Joe Allen Littledeer  
Madison Logan  
Ciara Dawn Long  
Abraham Angel Lopez  
Alexa Lopez  
Joselin Johana Lopez  
Nancy Lopez  
Ruben Lopez  
Brandon Lopez-Ibanez  
Zoe Anne Lopp  
Stephen Grayson Lovette  
Megan Taylor Lowrie  
Adrienne Renee Luban  
Betsy E. Lubberstedt Alvarez  
Alexander Jacob Lucas  
Timothy Kawika Lum  
Berenice Luna Chavez  
Laura Lisa Macedo  
Jade Ronette MacEoghain  
John Drake Macfie  
Luke Christopher Macy-Hutter  
Maryam Mafreshi  
Luke Benjamin Magee  
Joshua Thomas Maher  
Shelby Mahler  
Sohail A. Malik  
Daniel John Maloney II  
Jackeline Carolina Mancilla  
Alicia C. Mancillas  
Diana Marcelo Mangulabnan  
Dustin A. Mann  
Isaiah J. Manos  
Cole Austin Marcher  
Eviline Marin  
Axel Oscar Martinez  
Cecilia Guadalupe Martinez  
Christian Diego Martinez  
Eduardo Andres Martinez  
Esteban Martinez  
Joana Senff Martinez

Kazandra Martinez  
Emit Jesus MartinezRamirez  
Cannen Martin-McBride  
Jasmin Mata  
Kaitlyn Rose Talley May  
Emily Sue Mazza  
Stephanie Marie McCabe  
Kyla Lynn McCartney  
Samantha Lauren McConnell  
David William McCurdy  
Dylan Chase McDermott  
Lilliana Meilina McGraw  
Brianna M. McIntyre  
Ren Alexandra McKinnell  
David Ryan McMeekin  
Laura Mae McNulty  
Kelly Andrea Medina Cuevas  
Gustavo Mejia  
Ashley Annie Mendez  
Jewelina Leann Mendez  
Hugo Mendez Castro  
Jose L. Mendez Entrekin  
Roxanne Marie Mendler  
Aldahir Mendoza  
Eilleen Sanchez Mendoza  
Giovanni Mendoza  
Jonathan Daniel Mendoza  
Melissa Janette Mendoza  
Maria Del Rosario Mendoza Solano  
Catalina Monroe Mertz  
Laura Lee Mertz  
Daniel Bernard Meshnik  
Frances Simione Messier  
Mayra I. Meza  
Jordyn Elise Mezzolesta  
Jennifer Dawn Micallef  
Arturo Robles Michel  
Quiemari Shatasia Mikes  
Esperanza Millan  
Cambrie Anita Miller  
Connor Jeffrey Miller  
Ericka Noel Miller  
Jason R. Miller  
Taylor Danielle Miller  
Katelin Anne Millikin  
Jennifer Elaine Minick

Vanessa Lenore Miranda  
Juan Trinidad Moedano  
Brenda Moedano Gomez  
Elizabeth M. Moisant  
Otilio Alberto Molano  
Audrey Alicia Molifua  
Lucia Molina-Flores  
Tania Esthephania Molinar  
Martin Montañez Hernandez  
Aileen Nicole Montaña  
Brandon Niles Moore  
Erika Morales  
Monique Annette Morales  
Eloina Morales Carreon  
Heather Nicole Moran  
Loreana Moran  
Kolette Kaitlyn Morehead  
Giovanny Moreno  
Jordan Ridge Moreno-Breiner  
Julia Bianca Moreno-Christian  
Mondlane Malcolm Morgan  
Danica Ivaza Morris  
Sage Malia Morris  
Dale Lynn Mosesso  
Zachary Alexander Munitz  
Gillian L. Murray  
Christina Valorie Myrick  
Eileen Ortiz Nagui  
Nadya Nalbantyan Rice  
Amir Anastasio Naranjo  
Juan Nava Quintero  
Maria Guadalupe Navarrete  
Angela Jimena Navarro  
Kristal Bethany Needham  
Adriana Rose Nelson  
Kanokwan Ngamsuwan  
Cong Huy Nguyen  
Minhchau Jane Nguyen  
Quyên Q.T. Nguyen  
Thi Minh Hoang Nguyen  
Thi Ngoc Anh Nguyen  
Austin Jacob Nichols  
Kimberly Ann Nichols/Nomes  
Aida Celeste Nunez  
Laura I. Nunez  
Elizabeth Nicole Nuñez

Aaron Jeremy O'Brien  
Bailey Marie O'Brien  
Justin Miles O'Brien  
Nathan Lee O'Connor  
Makinze Kimielane Ogilvie  
Hyun Jee Oh  
Sellenne Olivares Parra  
Elston Blaze Olloqui  
Paola Nicolle Olmos Arellano  
Oluwatosin Adenike Ologun  
Suzanne Yoshiko Omori  
Jaiden Cheryl Onishenko  
Nicole Louise Ormelas  
Jessica Oropeza  
Austin Nelson O'Rourke  
Josefina Orozco  
Adam Neal Ort, Jr.  
Carlos Alberto Ortiz  
Christopher Edson Osborne  
Riley Marie Osburn  
Edith Osio  
Gabriela Osio  
Avery Quinn Osman  
Ashley Yazmine Osorio  
Keri Marie Othmer  
Oscar Pablo  
Jesus Armando Padilla  
Breeana Faylene Page  
Kathleen D. Paige  
Jordan Palcisko  
Tarra P. Palma Gil  
Faye Leah Palmer  
Cassandra Ann MahieAloha Palmisano  
Leonardo Daniel Palomino  
Julia Iliana Palomo  
Ariana Marie Pantovic  
Lorena Dofredo Paringit  
Raquel Renee Parizeau  
Kristin C. Park  
Cheryl Lynn Parks  
Caitlin Hope Parsons  
Janice Peguero  
Ashley Ruby Peña  
Karla B. Peña Cabrera  
Ana Paola Peralta  
Crystal Perez

Edgar Miguel Perez  
Luis Esteban Perez Galan  
Sheyla Yesabela Perez Romero  
Craig Person  
Jaela Peterson  
Justin Ryan Petralia  
Emily Ann Petranoff  
Alexis Noel Petty  
Aldo Pezzoli  
Loan Phuong Phan  
Steve Tuyen Phan  
Joshua Jordan Pheneger  
Kyle Matthew Philbrook  
Jakob Phillips  
Christian David Phoebus  
Veronica Picone  
Julia Nicole Pine  
Jack Alexander Pipher  
Cynthia Guadalupe Plascencia  
Olivia Anne Pomerleau  
Maya Eve Porter  
Veronica Portillo  
Nika Potapova  
Hayden M. Powers  
Serena Marie Pratt  
Adriana Novales Price  
Emanuel Evan Prince  
Justin John Proaps  
Joshua James Prosser  
Ekaterina Protasova  
Allison Leigh Pryor  
Lavonniece Jacqua Pyant  
Jiangyue Qiu  
Hailey Amber Quach  
Kristina Domnika Quandt  
Zachary Quaresma  
Alexis Briana Quinonez  
Vidal Blas Quintanar  
Alexia Kiara Quintero  
Nathaniel Lee Raab  
Megan Joanne Radzinski  
Brandon Marc Raik  
Iris Melissa Ramirez  
Karina Ramirez  
Samantha Joy Ramirez  
Mariana Ramirez

Ditza Yamilet Ramirez Garcia  
Briana Ramirez Soza  
Ismael Ramos  
Jacqueline Ramos  
Mayra Gisell Ramos  
Saray Julisa Ramos  
Sinai Ramos  
Yesenia Ramos  
Samantha Michelle Rangel-Lopez  
Aaron Rasmussen  
Abdullah Raufi  
Kenda Marie Rauscher  
Kaila Lynne Rayburn  
Alyssa Brooke Razo  
Corey Nicole Real  
McKenzie Elizabeth Reimers  
Hailey Morgan Renna  
Anusha Revuri  
Nicholas Cesar Reyes  
Laura Estela Reynaga  
Elena Celeste Reynolds  
Kylie Marie Richards  
Dulce Esmeralda Rivas Juarez  
Shane Christian Rivera  
Ciera Brooke Robbins  
Laura Catherine Robbins  
Sarah Elizabeth Robertson  
Blake Edward Robinson  
Roxanne Angelle Robinson  
Anthony Robles  
Justin Keith Roche  
Anaisabel Rodriguez  
Ani Czarina Rodriguez  
Devaney Mae Rodriguez  
Eiko Bernardo Rodriguez  
Noemi Rodriguez  
Sandra R. Rogel  
Destiny Alexis Rogers  
Lydia Elizabeth Rojas  
Ruby Rojas  
Yareli Rojas  
Tyler Joseph Roland  
Jordana Rolon  
Ricardo Casas Roman  
Andrea Alexandra Romero  
Shannon R. Romero

Joana Rosas  
Ben Warren Rose  
Alexander Sorg Rosseinsky  
Angela L. Rosser  
Bastian Rouget  
Leah Ann Rounsville  
Jennifer Lauren Rowe  
Fatima Dela Fuente Roy  
Akira Naomi Ruiz  
Douglas Juarez Russell  
Megan Elizabeth Ann Rzonca  
Omar D. S  
Thomas Daniel Sage  
Jorge Salazar  
Natalie Ann Salgado  
Huong Jessica Saltz  
Upendra Sachith Samaranayake  
Gabrielle Mullen Sampiere  
Jenny Clarissa Sanchez  
Melissa Sanchez  
Sandra Sanchez  
Andrew Alexis Sandoval  
Kamran Cristobal Sandoval  
Lucero Fe Santiago  
Anika Nadia Santorelli  
Sayaka Sato  
Tsuyoki Sato  
Nicole Rosy Sayd  
Gabrielle Scalo  
Kayla M. Schaeken-Demkiw  
Jacob Edmund Schmidt  
Angelica Schmidt-Flores  
Brenna Schnedar  
Naomi Christine Schnorenberg  
Shelby Marissa Schoening  
Corinne L. Schumacher  
Alison Renee Scott  
Amanda Raye Scott  
Mina Seif Asgari Barkosarai  
Enis Sejdija  
Kimberly Michael Serna  
Kayla Shay Setzler  
Yasmine Marie Shah  
Daria Viktorovna Sharko  
Parker William Shaw  
Samuel Caleb Shia

Hannah Mariah Shirey  
Garett Shiring  
Larissa May Shoup  
Zoë Henley Siddall  
Krystal Desiree Sidon  
Dezra Grace Sierra  
Cecilia Silva  
Lauren Marie Silva  
Oscar Silva  
Abiel Silvestre  
Cole Lukacs Simes  
Haley Jean Sisk  
Jayden Makenzie Sisson  
Auyana Brook Sloan  
Joseph Todd Smiljkovich  
Alan Michael Smith  
Amanda Nicole Smith  
Brandon James Smith  
Cheyenne Marie Smith  
Ryli Michelle Smith  
Vanessa Ann Smith  
Mikala Ashley Snider  
Matthew Harold Soldano  
Daniela Solis  
Maria Solis  
Diego DeGuzman Soriano  
Jimmy Soriano  
Andrea Soto  
Fernando Soto  
Isabella Maria Spears  
Thomas Wade Speer  
Emily Margaret Stangland  
Alicia Marie Stanton  
JD Staten  
Chase Alexander Stearns  
Lesley N. Steel-Pollock  
Erich Eduard Stein  
Alexx Skye Stepien  
Natalie Michelle Stevens  
Corey Stevenson  
Audrey Christine Stockdale  
Odalys Anahi Suarez  
Yidan Sun  
Trevor Anthony Sunseri  
Malia Kellie Sur  
Jessica Monica Surita

Benjamin David Sutton  
Erin E. Swanke  
Raeley Carolina Swanson  
Kai Matthew Swick  
Madalyn Lee Taisacan  
Trinity Sayuri Takeda-Hall  
Mendel M. Talberg  
Cherry Ann Domingo Tandoc  
Matthew Rene Tangonan  
Esther Mae Tanksley  
Matthew Ryan Tarasen  
Loiza De Leon Tarwater  
Tyra Nicole Tate  
Noah H. Tatebe  
Misimasefili Jade Taveuveu  
Esmeralda Tellez  
Troy Daniel Tempesta  
Skyler Rose Tettleton  
Chauncey James Thomas  
Devanta Thomas  
Hannah Mikaela Thomas  
Micah J. Thomas-Tutt  
Amanda Gwen Thompson  
Britt Nicole Thompson  
Megan Thornton  
Andrenae J. Tlachac  
Cullen Takota Davenport Toner  
Christine Tovar  
Jennifer Tovar  
Melissa Lee Troy  
Anna Trubnikova  
Karla Raquel Trueba  
Anne Elizabeth Truman  
Daina Shawn Tsuru  
Jazmin Tua  
Eli Robert Tufo  
Raymond Johannes Umbas  
Arthur John Utnehmer  
Matthew Uzzi  
Joanna Sarai Valdez Castro  
Jorge Valdez Diaz  
Kylie Danielle Valency  
Charisse Nicole Valenzuela  
Chiara Rose Van Cleve  
Kestt van Zyl  
Vanessa Nicole Varela  
Garrett James Wysocki  
Jennifer Yahuaca Valencia  
Olen Yaqunda  
Andrea Christine Yates  
David B. Yingst  
Walker Lee Yorba  
Gelila Ayalew Yoseph  
Teigen-Jade Young  
Steven Yu

Christina Vargas  
Adrian Vargas, Jr.  
Stella Laurel Vargas-DeWitt  
Ashni Sandeep Varma  
Edith Vasquez Zurita  
Faith Genevieve Vazzana  
Brian Xavier Velasco  
Diego Anthony Velasco  
Grace Velasquez  
Juan Pablo Verduzco Tovar  
Madison Lauren Vergara  
Riley Nicole Viola  
Joy Abigail Vivar  
Krystal Lynn Vobornik  
Karly Jean Vollmer  
Tracy Anne Volz  
Monika Mladenova Voutov  
Patrick Vu  
Chloe Ann Wade  
George Dylan Wade  
Nathan Joseph Waits  
Devynn A. Wakefield  
Cole Walker  
Samuel August Walley  
Trevor James Walsh  
Ziyuan Wang  
Elias S. Warren  
Teneal Taylor Wasserman  
Savannah Audrey Weaver  
Olivia Pilar Weir  
Kayla Ashley West  
Serena Louise Whitaker  
Levi Paul Widmark  
Hailey Ann Wild  
Alejandra Williams  
Dylan Thomas Williams  
Taylor Nichole Williams  
Tiffany Marie Williams  
Kayla Danielle Wilson  
Samantha Rose Wilson  
Paul R. Winkelmann  
Hayden James Wolfe  
Aujene Monique Woodside  
Katie Wright  
Kylie Ann Wright  
Ivanna Raquel Wrobel  
Bobby Zac Zajonc  
Anthony Israel Zapata  
Cassidy Shea Zellefrow  
Jesse Zepeda  
Kelly Nicole Zimbelmann  
Arie Zimmermann  
Nenad Zivkovic  
Cristoffer Gaincarlo Zuna



### Spring 2021 Awards by Degree and Major

	Total
<b>Associate in Arts</b>	<b>1096</b>
Accounting	18
Anthropology for Transfer	5
Architectural Design	6
Art History for Transfer	3
Automotive Technology	4
Bookkeeping	2
Child and Adolescent Development for Transfer	18
Child Development Associate Teacher	24
Child Development Master Teacher	6
Child Development Site Supervisor	4
Child Development Teacher	3
Communication Studies for Transfer	48
Computer Aided Drafting and Design	2
Computer Programming Fundamentals	5
Computer Science	1
Design and Technology	1
Digital Photography	5
Dramatic Arts	1
English for Transfer	17
Entrepreneurship	6
French	3
Gerontology	2
Graphic Design	13
History for Transfer	11
Hospitality Management	3
Human Development	4
Japanese	1
Landscape Architecture	2
Law Enforcement	3
Law, Public Policy, and Society for Transfer	2
Liberal Arts Emphasis in Applied Health, Nutrition, & Kinesiology	24
Liberal Arts Emphasis in Arts and Humanities	74
Liberal Arts Emphasis in Business and Technology	10
Liberal Arts Emphasis in Creative and Applied Arts	17
Liberal Arts Emphasis in Mathematics and Sciences	199
Liberal Arts Emphasis in Multicultural Studies	5
Liberal Arts Emphasis in Social and Behavioral Sciences	288
Licensed Vocational Nursing	4
Management	9
Marketing	5
Mechanical Design	2
Medical Office Professional	15
Music	5
Music Technology	5
Nursery/Horticulture Crop Production	1

Psychology	14
Psychology for Transfer	96
Retail Management	1
Social Work and Human Services for Transfer	7
Sociology for Transfer	60
Spanish for Transfer	7
Studio Arts for Transfer	14
Sustainable Landscape and Turf Management	2
Theater Arts for Transfer	8
Web Development and Design	1
<b>Associate in Science</b>	<b>246</b>
Administration of Justice for Transfer	26
Biology for Transfer	11
Biotechnology Research and Development	3
Business Administration for Transfer	151
Computer Science for Transfer	6
Cyber Security	8
Early Childhood Education for Transfer	5
Engineering Technology	2
Film, Television, and Electronic Media for Transfer	4
Information Technology	1
Internet and E-Commerce	1
Management Information Systems	1
Mathematics for Transfer	1
Nutrition and Dietetics for Transfer	1
Registered Nursing	19
Registered Nursing (LVN to RN)	3
Systems Administration	2
Tech Support	1
<b>Bachelor of Science</b>	<b>25</b>
Biomanufacturing	25
<b>Certificate of Achievement</b>	<b>1099</b>
Accounting	20
Administrative Professional	2
Architectural Design	6
Automotive Technology	4
Biomanufacturing	3
Bioprocess Technology	9
Biotechnology Research and Development	7
Bookkeeping	7
California Smog Check Technician	1
Child Development Associate Teacher	33
Child Development Master Teacher	6
Child Development Site Supervisor	3
Child Development Teacher	3
Computer Aided Drafting	1
Computer Aided Drafting and Design	3
Computer Programming Fundamentals	6
CSU General Education	430

Cyber Security	8
Digital Photography	7
Early Intervention and Inclusion	4
Engineering Technology	2
Entrepreneurship	8
Global Studies	2
Graphic Design	14
Holistic Health Practitioner (1000 Hours)	2
Hospitality Management	2
IGETC	416
Information Technology	1
Japanese	1
Landscape Architecture	2
Law Enforcement	5
Licensed Vocational Nursing	4
Management	8
Management Information Systems	1
Marketing	6
Master Technician	2
Mechanical Design	2
Medical Office Clinical and Administrative Professional	8
Medical Office Professional	17
Museum Studies	1
Music Technology	4
Nursery/Horticulture Crop Production	1
Personal Fitness Trainer	4
Retail Management	1
Social Media for Business	4
Sustainable Landscape and Turf Management	2
Systems Administration	4
Tech Support	1
Video and Media Design	2
Web Development and Design	1
Yoga Instructor (300 Hours)	8
<b>Grand Total</b>	<b>2466</b>

## MiraCosta College Summer 2021 Graduates

### Associate in Arts

Beatriz Prado Abe	Shane Russell Ferrer
Hannah Abergel	Samantha Aliina Fischer
Michael Edward Albrecht	Thomas Anthony Flournoy
Daniel Altamirano	Eric F. Frankfurth
Luis Antonio Alvarez	Jose-Antonio Daniel Galvan
Leila Andrade	Cole Robert Gibson
Isidora Fabiola Araujo Lopez	Zaid Gitesatani
Adrianna Arvizu	Roel Eduardo Godinez
Cecelia Marlana Barajas	Yesenia Isabel Gomez
Danny M. Barba	Heidi Citlalli Gomez Cucano
Elijah Lee Barbour	Melanie Jordan Gonzalez
Sara Nalina Barcik Weissman	Siara Cassie Gorby
John W. Bamett	Justin Michael Graves
Timothy J. Barrier	Dannae Jasmine Gruning
Shailey Erica Bennett	Luis Guerrero Rosas
Tyler M. Benson	Kendall Ann Guzman
Julian Thomas Bernal-Sevison	Kelly Alexis Hagen
Rayna S. Berry	Savannah Rae Haley
Simone Tara Black	Sujey Irasema Hammack
Sara Anne Blanchard	Narumi Hara
Nikki Tammy Border	Amy Marie Harrell
Johnathon Vincent Borja	Josphin Mulla Hassan
Grace Rebekah Burns	Cierra Natacia Hayes
Carolina Camarena	Eunice Hernandez
Donald R. Cardenas	Jennifer Hernandez
Isabella Carlos Vega	Sandi Rose Holstein
Jose C. Castro	Nicolas R. Huesias
Ismael Antonio Cervantes	Oscar Felipe Hurtado-Gutierrez
Savon O'Shea Crawley	Arisa Ikejiri
Johan Dahlberg	Naasik Ibne Jahan
Faith Alexandra Dalton	Dylan Lee Jenkins
Amanda Lauren De La Torre	Yu Jiang
Ashley Michelle Demerson	Alma Angelica Jimenez
Isaac Daniel DeSoto	Benjamin Carl Jones
Michael John Dischner	Michael Thomas Katsaros
Sophia Caldera Dones	Teresa Gail Kenney
Nicole Renee Doubek	Rachel Ann Kepler
Elisa Grace Dunn	Eric King
Jonathan James Ekstrand	Kylyn Michelle Kinnee
Luis Bruno Elias	Abigail Jean Koenig
Alexis E. Escobedo	Tanya Koraltan
Negar Farahbakhsh	Alex Krygsman

Delaney Summer LaFave  
Ryan Jon Lanahan  
Makena Lynn Larson  
Kaylen Lucille Lash  
Sanghoon Lee  
Katherine Anne Lemon  
Eric Rene Leyva  
Jennifer Adriana Llamas  
María José Lombeyda Molina  
Nathalie Vanessa Lopez  
Grace Elizabeth MacFarlane  
Laurel Ellen Madsen  
Shelby Mahler  
Kimberly Ann Malaspina  
Shakia Latrice Maldonado  
Kierstyn Marquardt  
Rosalia T. Martinez Lopez  
Michael Gallion Mays  
Anthony DeVante McCarthy  
Douglas B. McCartney  
Charleen Marie McDonald  
Joanna Soria Medina  
Stephanie Yajaira Medina  
Alejandro Mendez Martinez  
Crystal Mendoza  
Perlita Cristal Mendoza Dominguez  
Tyler Jason Menyes  
Martin Eduardo Mezquita  
Jonathan Andres Miguel  
Monica Alexandra Molina  
Kevin Neil Moncrief  
Michelle Mora  
Susy Michelle Morales Benitez  
Annet Namuga  
Rahil Nazarian  
Tonee Seven Newman  
Andy Thien Nguyen  
Whitney Grace Ogden  
Andrea C. Ordonez  
Jessica Oropeza  
Ashley Orozco  
Riel Orque  
Kenneth Osorio  
Rebecca Pauline Pierce  
Rocio Andrea Polanco  
Zoe Renee Pollock

Laura Porter  
Savannah J. Powell  
Olga Proctor  
Alan Ramirez  
Isabella Nicole Ramirez  
Yusdivia Evelyn Ramos  
Samantha Michelle Rangel-Lopez  
Marcy Marie Raymond  
Skyler Ransom Reddy  
Melia Hope Reynolds  
James H. Ritchie III  
Bridgette Roberson  
Brian Lee Robinson  
Rio Gabriella Robles  
Maria E. Rodriguez  
Maria Eva Rodriguez  
Tiffany Marie Rodriguez  
Jocelyn Isabel Rogers  
Cindy Patricia Rojas Orantes  
Nicole Ann Ross  
Madelyn Anne Rowe  
Tyler J. Rusanoff  
Rachel Shunkai Rush  
Andi Peggie Rutters  
Matthew Ian Salazar  
Araceli Sanchez  
Bonnie Kay Sanchez  
Jacob Edmund Schmidt  
Dara Shapouri  
Cecilia Silva  
Tyler William Lee Sjoberg  
Robert Joseph Smolan  
Dan Alexander Solares  
Christina Somanotham  
Sophia Rosalie Spencer  
Betty J. Sperry  
Bradley Morgan Thomart  
Nicole Thomas  
Alyssa Nicole Thompson  
Lauren Marie Thompson  
Kaleb Joshua Timmen  
Melissa Toledo Palacios  
Kelsey Marie Tully  
Zoey Marie-Anne Vagner  
Maria Vasquez  
Megan T. Vaughn

Ricardo E. Vazquez  
Angie Vega de la Cruz  
Janett Velazquez  
Valerie Lorraine Velazquez  
Andrea Villarreal  
Gerhard Daniel Volschenk

Andrea Elisabeth Vosti  
Christine Lee Ward  
Tyler T. Watanabe-Noguera  
Kazuaki Yamada  
Natalie Christine York  
Honoka Yoshizawa

## Associate in Science

Kieran Allen  
Sumner James Anderson  
Sara Nalina Barcik Weissman  
Candice Lynn Bartkewicz  
Andre Bernard Chan  
Austin Jed Cuenco  
Nicholas Demos  
Albert A. Dennis IV  
Sabrina Dunn  
Aaron Estevez  
Daisy Crystal Flores  
Jose-Antonio Daniel Galvan  
Carla Fernanda Gonzalez  
Christian Steven Havsgaard  
Seth Colin Hayzelden  
Jennifer Leigh Herrera  
Stephanie Higuera

Michael Thomas Katsaros  
Patrick Majkowski  
Luz Margarita Martin  
Michael McKelvey  
Crystal Mendoza  
Andrew Carl Cedric Miller  
Jack Gavin Mouzas  
Rebecca Pauline Pierce  
Alan Ramirez  
Erika Roa  
Martha Alicia Romero Flanagan  
Melissa Kaitlyn Schobert  
Katherine Eamilao Sinsuan  
Robert Joseph Smolan  
Cadi van Zyl  
Kevin Theodore Wahl

## Certificate of Achievement

Hannah Abergel  
Miranda Corine Abrescy  
Makenna Payton Albano  
Michael Edward Albrecht  
Kieran Allen  
Daniel Altamirano  
Luis Antonio Alvarez  
Carlee Gail Anderson  
Sumner James Anderson  
Leila Andrade  
Lizbeth Aparicio  
Ruben Arevalo, Jr.  
Danny M. Barba  
Elijah Lee Barbour  
Sara Nalina Barcik Weissman  
Timothy J. Barrier  
Candice Lynn Bartkewicz  
Tyler M. Benson  
Julian Thomas Bernal-Sevison  
Rayna S. Berry  
Victor James Bitanga  
Sara Anne Blanchard  
Grace Rebekah Burns  
Carolina Camarena  
Donald R. Cardenas  
Isabella Carlos Vega  
Nathan Juan Carranza  
Vanessa V. Carter  
Parker Ethan Case  
Lizzet Castillo  
Jose C. Castro  
Ismael Antonio Cervantes  
Andre Bernard Chan  
Courtney Elizabeth Cooper  
Sean Corneil  
Austin Jed Cuenco  
Johan Dahlberg  
Faith Alexandra Dalton  
KeOnyah Aliyahnaï Davenport  
Amanda Lauren De La Torre  
Ashley Michelle Demerson  
Pavel Liam Demidov  
Nicholas Demos  
Albert A. Dennis IV

Isaac Daniel DeSoto  
Michael John Dischner  
Elisa Grace Dunn  
Sabrina Dunn  
Jonathan James Ekstrand  
Luis Bruno Elias  
Alexis E. Escobedo  
Jennifer Esquivel  
Aaron Estevez  
Joshua Fernandez Paz  
Desmond Earl Field  
Samantha Aliina Fischer  
Eric F. Frankfurth  
Jose-Antonio Daniel Galvan  
Cole Robert Gibson  
Zaid Gitesatani  
Roel Eduardo Godinez  
Yesenia Isabel Gomez  
Carla Fernanda Gonzalez  
Melanie Jordan Gonzalez  
Zyania Good  
Siara Cassie Gorby  
Taylor R. Gross  
Dannae Jasmine Gruning  
Luis Guerrero Rosas  
Kendall Ann Guzman  
Kelly Alexis Hagen  
Savannah Rae Haley  
Sujeý Irasema Hammack  
Narumi Hara  
Josphin Mulla Hassan  
Christian Steven Havsgaard  
Seth Colin Hayzelden  
Eunice Hernandez  
Jennifer Leigh Herrera  
Stephanie Higuera  
Sandi Rose Holstein  
Nicolas R. Huesias  
Arisa Ikejiri  
Naasik Ibne Jahan  
Yu Jiang  
Alma Angelica Jimenez  
Ofelia Jimenez  
Rachael Leah Karlin

Michael Thomas Katsaros  
Teresa Gail Kenney  
Rachel Ann Kepler  
Kyllyn Michelle Kinnee  
Abigail Jean Koenig  
Alex Krygsman  
Delaney Summer LaFave  
Dana Leigh Lagomarsino  
Ryan Jon Lanahan  
Makena Lynn Larson  
Kaylen Lucille Lash  
Sanghoon Lee  
Jennifer Adriana Llamas  
Nathalie Vanessa Lopez  
Grace Elizabeth MacFarlane  
Laurel Ellen Madsen  
Shelby Mahler  
Patrick Majkowski  
Kimberly Ann Malaspina  
Luz Margarita Martin  
Kaila Michele Mayo  
Michael Gallion Mays  
Anthony DeVante McCarthy  
Douglas B. McCartney  
Maxwell Douglas McDaris  
Charleen Marie McDonald  
Michael McKelvey  
Joanna Soria Medina  
Stephanie Yajaira Medina  
Michael A. Melnyk  
Crystal Mendoza  
Martin Eduardo Mezquita  
Andrew Carl Cedric Miller  
Zitzzy Moeller  
Monica Alexandra Molina  
Kevin Neil Moncrief  
Raven Jager Moon  
Michelle Mora  
Fernando Morales  
Jack Gavin Mouzas  
Tonee Seven Newman  
Andy Thien Nguyen  
Soledad M. Noland  
Whitney Grace Ogden  
Andrea C. Ordonez  
Jessica Oropeza

Riel Orque  
Ashlyn Taylor Paloutzian  
Ervin J.B. Pedersen  
Rebecca Pauline Pierce  
Claritza Johanna Pocasangre Bravatti  
Rocio Andrea Polanco  
Zoe Renee Pollock  
Savannah J. Powell  
Alan Ramirez  
Isabella Nicole Ramirez  
Marcy Marie Raymond  
Skyler Ransom Reddy  
Melia Hope Reynolds  
Electra Riley  
James H. Ritchie III  
Erika Roa  
Rio Gabriella Robles  
Maria E. Rodriguez  
Tiffany Marie Rodriguez  
Jocelyn Isabel Rogers  
Martha Alicia Romero Flanagan  
Siomara A. Ruiz Ramires  
Matthew Ian Salazar  
Araceli Sanchez  
Kenna Anne Shadel  
Dara Shapouri  
Katherine Eamilao Sinsuan  
Alexander Joseph Sitaras  
Tyler William Lee Sjoberg  
Robert Joseph Smolan  
Dan Alexander Solares  
Christina Somanotham  
Sophia Rosalie Spencer  
Katrina Elizabeth-Rose Steiner  
Caroline Ruth Sullivan  
Akram Talebloo  
Erik Andrew Taylor  
Bradley Morgan Thomart  
Alyssa Nicole Thompson  
Kaleb Joshua Timmen  
Melissa Toledo Palacios  
Anna Cebrina Torrezan De Sousa  
Kelsey Marie Tully  
Camille Tyree  
Zoey Marie-Anne Vagner  
Jorge L. Valdovinos

Cadi van Zyl  
Megan T. Vaughn  
Ricardo E. Vazquez  
Valerie Lorraine Velazquez  
Andrea Villarreal  
Gerhard Daniel Volschenk  
Andrea Elisabeth Vosti

Kevin Theodore Wahl  
Nicole Marie Walls  
Christine Lee Ward  
Tyler T. Watanabe-Noguera  
Kazuaki Yamada  
Natalie Christine York  
Galit Zeevi



### Summer 2021 Awards by Degree and Major

	Total
<b>Associate in Arts</b>	<b>229</b>
Accounting	4
Architectural Design	1
Automotive Technology	1
Bookkeeping	1
Business Administration for Transfer	1
Child and Adolescent Development for Transfer	3
Child Development Associate Teacher	6
Child Development Master Teacher	1
Child Development Site Supervisor	1
Child Development Teacher	1
Communication Studies for Transfer	14
Computer Aided Drafting and Design	1
Digital Photography	2
Dramatic Arts	1
Economics	1
English for Transfer	1
Entrepreneurship	2
French	2
Gerontology	1
Graphic Design	2
History for Transfer	2
Human Development	1
Italian	1
Landscape Architecture	1
Liberal Arts Emphasis in Applied Health, Nutrition, & Kinesiology	11
Liberal Arts Emphasis in Arts and Humanities	19
Liberal Arts Emphasis in Business and Technology	3
Liberal Arts Emphasis in Creative and Applied Arts	7
Liberal Arts Emphasis in Mathematics and Sciences	56
Liberal Arts Emphasis in Multicultural Studies	1
Liberal Arts Emphasis in Social and Behavioral Sciences	47
Management	2
Marketing	1
Medical Office Professional	1
Music	1
Music Technology	1
Office Manager	1
Psychology for Transfer	12
Social Work and Human Services for Transfer	1
Sociology for Transfer	7
Spanish for Transfer	1
Studio Arts for Transfer	3
Sustainable Landscape and Turf Management	1
Theater Arts for Transfer	1
<b>Associate in Science</b>	<b>39</b>

Administration of Justice for Transfer	2
Biology for Transfer	3
Biomufacturing	1
Biotechnology Research and Development	4
Business Administration for Transfer	18
Computer Science for Transfer	2
Cyber Security	1
Early Childhood Education for Transfer	2
Film, Television, and Electronic Media for Transfer	2
Information Technology	2
Public Health for Transfer	2
<b>Certificate of Achievement</b>	<b>238</b>
Accounting	3
Architectural Design	2
Automotive Technology	1
Biomufacturing	4
Bioprocess Technology	5
Biotechnology Research and Development	4
Bookkeeping	1
California Smog Check Technician	2
Child Development Associate Teacher	9
Child Development Master Teacher	2
Child Development Site Supervisor	1
Child Development Teacher	1
Computer Aided Drafting and Design	1
Computer Programming Fundamentals	1
Cosmetology	1
CSU General Education	92
Cyber Security	2
Digital Photography	3
Early Intervention and Inclusion	1
Entrepreneurship	3
Graphic Design	4
IGETC	70
Information Technology	2
Landscape Architecture	3
Management	5
Marketing	3
Medical Office Professional	2
Music Technology	1
Office Manager	1
Social Media for Business	1
Sustainable Agriculture	2
Sustainable Landscape and Turf Management	1
Yoga Instructor (300 Hours)	4
<b>Grand Total</b>	<b>506</b>

# MiraCosta College Fall 2021 Graduates

## **Bachelor of Science**

Lilibeth Adame

## Associate in Arts

Erik Michael Acheff  
Jessica L. Aguilar Sebastian  
Rasha Muzahem Al Salihi  
Anna Stasia Alexander  
Noah James Allen  
Carmen Aloia  
Maggie May Anaya  
Carlee Gail Anderson  
Lala Samantha Appel  
Erik Alexander Arciniaga  
Kymberly Ann Arjonilla  
Deanna Arkawi  
Matthew Arroyo  
Vanessa M. Arzola  
Jay Davis Ashburn  
Estefania Atempa  
Jenna Rae Auerbach  
Julissa Baeza  
Robert Joseph Baldwin  
Emilie Michelle Banks  
Lawanda Evette Barrow  
Katheryn Michelle Bautista  
Jeffrey Elliot Beattie  
Robin Henry Beltran  
Taylor Johnathon Bieber  
Patricia P. Bingham  
Brandi Bird  
Jamie Marie Brewer  
Cheyenne Maria Brown  
Crystal A. Brown  
Ian Miles Brown  
Hannah Joy Buhler  
Hannah Jane Burlingame  
Giovanni Walker Calabria  
Storm Eden Calderon-Hodge  
Marivel Camacho Servantes  
Jennifer Carabba  
Maria D. Cardenas Martinez  
Alexandria Tatiana Casas  
Karen Lynn Case  
Alejandra Ileen Casillas  
Jake Michael Casillas  
Ashley Marie Castaneda  
Andrew Anthony Castillo  
Aurora Carrie Chagnon  
Brooke Terrell Chambers  
Anahi Isabel Chavez  
Fernando Chavez  
Grant Alexander Clover  
Glenn Jordan Cogan  
Kieran MacArthur Coln  
Jamison Randall Coombs  
Haelee Rae Cramer-Holland  
Paige Creedon  
Jazmin Cueva  
Cade D. Culbertson  
Yvonne Rae Davis  
Michel Sarahi De La Rosa  
Tammy Lisa Demchuk  
Christopher Steven DeMille  
Conor Patrick Drury  
Mariya Dupont  
Robert Kevin Edmonston  
Joshua Scott Ellsworth  
Lea Rees Engel  
Jessica Jordyn Erie  
Alvaro Espinoza-Merida  
Shafira Stephanie Espitia-Gomez  
Robert Davis Estle  
Francesca Marie Falzarano  
Mackenzie Erin Fast  
Timothy Daniel Fazekas  
Nolan Earl Fell  
Brittany Lynn Filips  
Kristen Ann Foushee  
Patricia Cecilia Funaki  
Alejandra Garcia  
Jorge A. Garcia  
Sandy Garcia  
Tatsiana Nikolaevna Garcia  
Teresita Garcia Luis  
Izik Douglas Gazette  
Erika Geronimo  
Pasha Ghaemi  
Michael Diego Gil  
Lauren Marie Gilmore  
Samantha Ann Golden  
Jacqueline Gomez

Stephanie Julie Gonzales  
Daniella Judith Gonzalez  
Karla Kaitlyn Gonzalez  
David Paul Gotelli  
Simon William Griffith  
Ali Jhafet Gumeta Alvarez  
Andjela Aiko Gushiken  
Atheena Halle Guy  
Anderson Rodolfo Guzman  
Matthew Guzman  
Kira Leonie Haefele  
Nathan Singh Hamzey  
Austin Jeffrey Hanna  
Gina Anne-Marie Hansen  
Grace Yvonne Hard  
Olivia Harmon  
Sylvia Harrington  
Arisa Hasegawa  
Zander A. Haynes  
Kyle Joseph Hetherington  
Regan Lily Hirst  
Faith Anne Hladik  
Gabryelle Renee Hoiseth  
Ebony Chante Hunt  
Bonnie Jeanne Hunter  
Fernando Ibarra  
Michelle A. Iglesias  
Christina Islas  
Jelana Gabrielle Jackson  
Rachel Jacobs  
Gloria Jimenez  
Alexander Johnson  
Trinity Paige Johnson  
Paityn Noelle Jones  
Teresa De Jesus Jose  
Jasdeep Kaur  
Kimarie G. Keiley  
Katrina Demitria Kellenberger  
Alexandra Svetlana Kelly  
Azin Khanzadeh  
Zaundia Zamar Klingbeil  
Grecia Elizabeth Knox  
Kaelin Lyzbeth Koons-Bates  
Kelly Jean Korbacher  
Cecilia Kroneberger  
Kevin Maxwell Kuhn

Loretta Lynn Lansdale  
Darbie Frausto Lastra  
Emily Madeline Layedra  
Jasmine Jade Lee  
Brandy Lynn LeForce  
Victoria Logan  
Maria José Lombeyda Molina  
Monique Olivia Longoria  
Rosa Itzel Lopez  
Sandra Michelle Lopez  
June Leila Claudio Lottering  
Kasey Lynn Lowell  
Kristen Lauren Offril Loyola  
Jackelyne Lozano  
Ebony Luna  
Austin Brooks Mackin  
Ricardo Maldonado  
Johnny Marin-Vivas  
Oscar Martinez  
Ellie Reneé McCarter  
Kayla Leilani McConnell  
Kathryn McCullough  
Meadow Dawn McElroy VanDoren  
Dhelice Jennifer McGrady  
Ren Alexandra McKinnell  
Haley McMillen  
Megan Elizabeth McMillen  
Anthony Kuwintez Bernard McRoy  
Kelly Andrea Medina Cuevas  
Kamle Melhem  
Frances Simone Messier  
Adrianna Michelle Miller  
Lucca Nieri Mina  
Michelle Mora  
Savannah Reese Mora  
Janei Alyanna Moraleja  
Angela Rose Morales  
Yadira Morelia-Lopez  
Stella Muehlhausen  
Nicole Alexandra Myers  
Ranusha Naotunna  
Kiana Aloha Navarro  
Estelle Axelle Usula Navet  
Cristina Joy Neal  
Alana Kay Neptune  
Anthony Khanh Nguyen

Samuel Quoc Dan Nguyen  
Jacob Allen Nikolson  
Yamato Nishimura  
Krystal Odisho  
Mateo Christian Orona  
Alexis Oropeza  
Leticia Oropeza  
Anahi Oropeza-Medina  
Riel Orque  
Jasmine Veronica Ortiz  
Sofia Ortiz Lopez  
Susanna Monique Pagan  
Halie Michelle Paylor  
Jasmine Perez  
Vanessa Yanet Perez  
Savannah R. Phillips  
Jack Alexander Pipher  
Yocelin Osuna Plascencia  
Alejandro Pliego  
Lesly Ponce  
Keely Ann Powell  
Michelle Christine Powell  
Marisa Lynn Prange  
Beatriz Pregardier  
Alissa Marie Quevedo  
Miriam Elizabeth Quevedo  
Yoraida Delfina Quintanar  
Raven Deztinee Racheck Raibon  
Aline Lizbeth Ramirez  
Rachelle Alysia Reed  
Melissa Ann Rexilius  
Luis Ricardez Arenas  
Michael J. Richardson  
Tanya Renee Rivera  
Janai Grace Robinson  
Patrick James Rochefort  
Veronica Rodriguez  
Alberto Antonio Rodriguez-Colon  
Cynthia Rojas  
Ricardo Casas Roman  
Nancy R. Rosales  
Michael Theodore Roth  
Daniel Bijan Sadeghi  
Janet Salado-Ledesma  
Maria Salazar  
Gabrielle Mullen Sampiere

Santiago Sanchez  
Valeria Sanchez-Mosqueda  
Savannah Victoria-Jean Sanders  
Nicolas Stefano Sardina  
Kenjiro Sawaura  
Cara Elizabeth Schepps  
April Leanne Schindler  
Erica Michele Schobert  
Shelby Marissa Schoening  
Aaron Michael Schramm  
Victoria Schrudder  
Andrea Segundo  
Dominic Steel Serro  
Rutvi Shah  
Jahon Shapouri  
Brandon Joseph Simmons  
Madeleine Claire Sinai  
Wendy Ann Sipliak  
Jeffrey Scott Skeen  
Amanda Nicole Smith  
Madison Emilia Smith  
Vanessa Ann Smith  
Zoë Anne Smith  
Odalys Anahi Suarez  
Pongpat Suthiwongsaard  
Kamila Barbara Szczotka  
Mariko Natanya Tabuchi  
Daniela Teodoro  
Sarah Michael Thomas  
Slater Kealoha Thomas  
Riannah Calixterio Tinaza  
Taylor Alexandra Tinsley  
Andrenae J. Tlachac  
Kaylee Starr Tota  
Riley Thomas Patrick Troyer  
Amelia C. Trujillo  
Luan Thieu Truong  
Alexis Eileen Tucker  
Jermalia Lamont Turpin  
Danielle Taylor Tweedy  
Brieanna Renee Tyler  
Visarion M. Umpriani  
Spencer Dylan Unitt  
Maria Fernanda Urdaneta  
Tiffany B. Vargas  
Coral Varona

Agnes Vasas  
Dara L. Vasko  
Vanessa Villarreal  
Evelyn Villavicencio  
Lena Kay Vincent  
Brinley Michelle Vinci  
James Brian Vorhis  
Celine Vuong  
Dakota Elaine Walker

Christine Lee Ward  
Travis Lee Waters  
Santana Elena Waters-Castilleja  
Alana Michele Williams  
Courtney Nicole Williams  
Courtney Lea Wood  
Lisa Marie Young  
Sean Kaydashti Zadeh

## Associate in Science

Tabitha Roanhorse Anderson  
Kymberly Ann Arjonilla  
Matthew Arroyo  
Allen Liam Badawi  
Julissa Baeza  
Japheth McKay Ballard  
John W. Barnett  
Sarah Jane May Baxter  
Jeffrey Elliot Beattie  
Brandi Bird  
Iman Daoud Wanis Bishay  
Victor James Bitanga  
Brittany Nicole Blackman  
Kari Crystal Brayall  
Marion Francis Canizaro, Jr.  
Zachary P. Cannon  
Maria D. Cardenas Martinez  
Ashley Marie Castaneda  
Miguel Angel Castillejo  
John Paul Castillo  
Anahi Isabel Chavez  
Fernando Chavez  
Peter David Click  
Jamison Randall Coombs  
William Charles Gorder Dabbert  
Aubrey Shannon Daggett  
Timothy Thomas Dela Cruz  
Luciano M. DiVinere  
Travis Leo DuBose  
Shawn Hayoung Eggendorfer  
Andrew E. Esparza  
Negin Farhanizad  
Braeden Kade Feikert  
Dominique Victoria Flower  
Frank Ryan Freeman  
Bilal Isaiah Gibson  
Zaid Gitesatani  
Kalani Mataha Goedken  
Karla Kaitlyn Gonzalez  
David Paul Gotelli  
Anna Elia Hernandez Cabrera  
Malia Francesca Hovey  
Oscar Felipe Hurtado-Gutierrez

Dakota James Swank  
Slater Kealoha Thomas  
Judith Torres  
Emilia Ruby Tresp  
Deicy F. Vazquez

Jessica E. Jimenes  
Alexander R. Jimenez  
Victor Alejandro Juarez  
Azin Khanzadeh  
Leslie Susan King  
Zaundia Zamar Klingbeil  
Abigail Jean Koenig  
Corey Ellen Kuehn  
Cathy Thi Le  
Lizbeth Llamas  
Lesley-Ann Pauline Marshall  
Kenneth Martinez  
Arian Jonathan Mashhadi  
Lilliana Meilina McGraw  
Michael Daniel McInnis  
Olivia Grace Mello  
Jose M. Mondragon  
Jane Muthoni Mwangi  
Nicole Alexandra Myers  
Micah H. Neukirch  
Anthony Khanh Nguyen  
Anaid Nissan  
Makinze Kimielane Ogilvie  
Frozan Omar  
Alina Marice Ozuna  
Matthew Alan Parker  
Christopher Lee Peppers  
Savannah R. Phillips  
Christopher Todd Porst  
Wallace Justin Przybylla  
Tiffany Monique Reece  
Luis Ricardez Arenas  
Patrick James Rochefort  
Christina Ahn Rupley  
Wyatt Thomas Ryan  
Louis Albert Saleone  
Valeria Sanchez-Mosqueda  
Kenjiro Sawaura  
Robert Charles Schur  
Noah Marcos Secades  
Rachel Lynn Sorkin  
Jennifer Lea Spears  
Christine Lea Stringer

James Joseph Wallen  
Travis Lee Waters  
Yesmien Ouerghi Whelan  
Kennetha Latoya Williams  
Erika Yugay

## Certificate of Achievement

Erik Michael Acheff  
Lilibeth Adame  
Jessica L. Aguilar Sebastian  
Rasha Muzahem Al Salihi  
Evelyn Adriana Alberton  
Adonia Aliyah Alexander  
Anna Stasia Alexander  
Noah James Allen  
Carmen Aloia  
Carlee Gail Anderson  
Erik Alexander Arciniega  
Kymberly Ann Arjonilla  
Matthew Arroyo  
Jay Davis Ashburn  
Estefania Atempa  
Julissa Baeza  
Robert Joseph Baldwin  
Brianna Angelina Balestrieri  
Emilie Michelle Banks  
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Maria D. Cardenas Martinez  
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Tyler James Clark  
Grant Alexander Clover  
Glenn Jordan Cogan  
Lizeth C. Colmenares  
Kieran MacArthur Coln  
Jamison Randall Coombs  
Paige Creedon  
Viridiana Isabel Cruz Martir  
Gisell Cruz-Galan  
Cade D. Culbertson  
Aubrey Shannon Daggett  
Yvonne Rae Davis  
Linda R. Dawson  
Dominique De La Rocha  
Michel Sarahi De La Rosa  
Araceli De Leon  
Timothy Thomas Dela Cruz  
Christopher Steven DeMille  
Angela Dettmer  
Luciano M. DiVinere  
Conor Patrick Drury  
Liliana Duarte  
Travis Leo DuBose  
Elisa Maria Dunn  
Mariya Dupont  
Robert Kevin Edmonston  
Joshua Scott Ellsworth  
Lea Rees Engel  
Nikka Eshraghi  
Andrew E. Esparza  
Alvaro Espinoza-Merida  
Shafira Stephanie Espitia-Gomez  
Darin James Essa  
Robert Davis Estle  
Katia Fahme  
Francesca Marie Falzarano



Negin Farhanizad  
Jesus Farias  
Robert C. Fay  
Timothy Daniel Fazekas  
Braeden Kade Feikert  
Nolan Earl Fell  
Brittany Lynn Filips  
Dylan Padric Flood  
Gionata L. Franceschi  
Monique Celeste-Nunez Gapuz  
Alejandra Garcia  
Jorge A. Garcia  
Sandy Garcia  
Tatsiana Nikolaevna Garcia  
Teresita Garcia Luis  
Austin James Garrison  
Izik Douglas Gazette  
Pasha Ghaemi  
Bilal Isaiah Gibson  
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Stephanie Julie Gonzales  
Daniella Judith Gonzalez  
Edenly Gonzalez  
Karla Kaitlyn Gonzalez  
David Paul Gotelli  
Robert Greenan  
Simon William Griffith  
Andjela Aiko Gushiken  
Atheena Halle Guy  
Julianne Dawn Haerberlein  
Kira Leonie Haefele  
Nathan Singh Hamzey  
Austin Jeffrey Hanna  
Grace Yvonne Hard  
Olivia Harmon  
Sylvia Harrington  
Arisa Hasegawa  
Zander A. Haynes  
Arturo Hernandez  
Kyle Joseph Hetherington

Regan Lily Hirst  
Gabryelle Renee Hoiseth  
Ebony Chante Hunt  
Bonnie Jeanne Hunter  
Oscar Felipe Hurtado-Gutierrez  
Carlos Iglesias  
Michelle A. Iglesias  
Jelana Gabrielle Jackson  
Rachel Jacobs  
Jessica E. Jimenes  
Alexander R. Jimenez  
Alexander Johnson  
Trinity Paige Johnson  
Paityn Noelle Jones  
Teresa De Jesus Jose  
Ioane Edward Kingston Juarez  
Victor Alejandro Juarez  
Michael Thomas Katsaros  
Kimarie G. Keiley  
Alexandra Svetlana Kelly  
Azin Khanzadeh  
Leslie Susan King  
Zaundia Zamar Klingbeil  
Grecia Elizabeth Knox  
Cecilia Kroneberger  
Kevin Maxwell Kuhn  
Darbie Frausto Lastra  
Emily Madeline Layedra  
Jasmine Jade Lee  
Brandy Lynn LeForce  
Joshua Arthur Lemos  
Victoria Logan  
Maria José Lombeyda Molina  
Rosa Itzel Lopez  
Sandra Michelle Lopez  
June Leila Claudio Lottering  
Ebony Luna  
Lexa Kathrein Macasinag Weisse  
Austin Brooks Mackin  
Ricardo Maldonado  
Johnny Marin-Vivas  
Jocelyne Martinez  
Kenneth Martinez  
Oscar Martinez  
Arian Jonathan Mashhadi  
Niloufar Massrouf

Ellie Reneé McCarter  
Kayla Leilani McConnell  
Kathryn McCullough  
Meadow Dawn McElroy VanDoren  
Dhelice Jennifer McGrady  
Haley McMillen  
Megan Elizabeth McMillen  
Anthony Kuwintez Bernard McRoy  
Joanna Soria Medina  
Kelly Andrea Medina Cuevas  
Kamle Melhem  
Nayelli Mendez  
Frances Simone Messier  
Pierre Richard Michel  
Adrianna Michelle Miller  
Lucca Nieri Mina  
Jose M. Mondragon  
Savannah Reese Mora  
Janei Alyanna Moraleja  
Yadira Morelia-Lopez  
Stella Muehlhausen  
Nicole Alexandra Myers  
Ranusha Naotunna  
Kiana Aloha Navarro  
Cristina Joy Neal  
Anthony Khanh Nguyen  
Samuel Quoc Dan Nguyen  
Yamato Nishimura  
Anaid Nissan  
Krystal Odisho  
Frozan Omar  
Mateo Christian Orona  
Alexis Oropeza  
Leticia Oropeza  
Anahi Oropeza-Medina  
Riel Orque  
Jasmine Veronica Ortiz  
Sofia Ortiz Lopez  
Gabriela Ortiz Navarro  
Susanna Monique Pagan  
Matthew Alan Parker  
Halie Michelle Paylor  
Jasmine Perez  
Vanessa Yanet Perez  
Toni M. Pfister  
Elizabeth Margaret Phillips

Savannah R. Phillips  
Yocelin Osuna Plascencia  
Alejandro Pliego  
Lesly Ponce  
Christopher Todd Porst  
Michelle Christine Powell  
Leola Powers  
Marisa Lynn Prange  
Beatriz Pregardier  
Wallace Justin Przybylla  
Alissa Marie Quevedo  
Yoraida Delfina Quintanar  
Raven Deztinee Racheck Raibon  
Adam Brandon Ramirez  
Aline Lizbeth Ramirez  
Mariana Ramirez  
Melissa Ann Rexilius  
Luis Ricardez Arenas  
Michael J. Richardson  
Tanya Renee Rivera  
Patrick James Rochefort  
Alberto Antonio Rodriguez-Colon  
Cynthia Rojas  
Ricardo Casas Roman  
Nancy R. Rosales  
Michael Theodore Roth  
Nelly T. Ruiz Ortiz  
Christina Ahn Rupley  
Wyatt Thomas Ryan  
Daniel Bijan Sadeghi  
Rebecca Sakko  
Janet Salado-Ledesma  
Maria Salazar  
Louis Albert Saleone  
Gabrielle Mullen Sampiere  
Santiago Sanchez  
Nestor Gerardo Sanchez Rocha  
Valeria Sanchez-Mosqueda  
Savannah Victoria-Jean Sanders  
Nicolas Stefano Sardina  
Kenjiro Sawaura  
Cara Elizabeth Schepps  
Amy Lynn Schiechl  
Erica Michele Schobert  
Aaron Michael Schramm  
Victoria Schrudder

Robert Charles Schur  
Tommy Eugene Scroggins  
Noah Marcos Secades  
Andrea Segundo  
Dominic Steel Serro  
Jahon Shapouri  
Yariccel Marimar Silva Hernandez  
Madeleine Claire Sinai  
Wendy Ann Sipliak  
Jeffrey Scott Skeen  
Madison Emilia Smith  
Vanessa Ann Smith  
Zoë Anne Smith  
Valentine Aurore Songeur  
Rachel Lynn Sorkin  
Christine Lea Stringer  
Pongpat Suthiwongsaard  
Dakota James Swank  
Kamila Barbara Szczotka  
Mariko Natanya Tabuchi  
Sarah Michael Thomas  
Slater Kealoha Thomas  
Riannah Calixterio Tinaza  
Taylor Alexandra Tinsley  
Judith Torres  
Makayla Marie Torres  
Kaylee Starr Tota  
Andrew Tuan Tran  
Emilia Ruby Tresp  
Pamela Denise Trotter  
Riley Thomas Patrick Troyer  
Amelia C. Trujillo

Luan Thieu Truong  
Alexis Eileen Tucker  
Jermaine Damont Turpin  
Jermalia Lamont Turpin  
Visarion M. Umpriani  
Spencer Dylan Unitt  
Maria Fernanda Urdaneta  
Ashley Ranae Urusouryang  
Megan Kelly Valente  
Tiffany B. Vargas  
Agnes Vasas  
Dara L. Vasko  
Deicy F. Vazquez  
Vanessa Villarreal  
Evelyn Villavicencio  
Lena Kay Vincent  
James Brian Vorhis  
Celine Vuong  
Dakota Elaine Walker  
James Joseph Wallen  
Travis Lee Waters  
Santana Elena Waters-Castilleja  
Amanda Leigh Wellington  
Kelly Collins Wesseln  
Carson Tyler Brocious Wight  
Alana Michele Williams  
Courtney Nicole Williams  
Mikaila Tegan Woodward  
Cheng-Yu Yang  
Christine C. Young  
Sean Kaydashti Zadeh  
Yaritza Zarate Guzman

**Fall 2021 Awards by Degree and Major**

	<b>Total</b>
<b>Associate in Arts</b>	<b>363</b>
Accounting	15
Automotive Technology	4
Bookkeeping	5
Child and Adolescent Development for Transfer	6
Child Development Associate Teacher	12
Child Development Master Teacher	1
Child Development Site Supervisor	1
Child Development Teacher	1
Communication Studies for Transfer	12
Computer Programming Fundamentals	3
Dramatic Arts	1
English for Transfer	3
French	1
Graphic Design	1
History for Transfer	3
Human Development	2
Landscape Architecture	2
Law Enforcement	2
Liberal Arts Emphasis in Applied Health, Nutrition, & Kinesiology	12
Liberal Arts Emphasis in Arts and Humanities	22
Liberal Arts Emphasis in Business and Technology	4
Liberal Arts Emphasis in Creative and Applied Arts	3
Liberal Arts Emphasis in Mathematics and Sciences	63
Liberal Arts Emphasis in Multicultural Studies	1
Liberal Arts Emphasis in Social and Behavioral Sciences	93
Management	7
Marketing	5
Medical Office Professional	13
Music Technology	2
Political Science for Transfer	1
Psychology	7
Psychology for Transfer	29
Social Work and Human Services for Transfer	1
Sociology for Transfer	15
Software Development	2
Spanish for Transfer	1
Studio Arts for Transfer	4
Surgical Technology	1
Sustainable Landscape and Turf Management	1
Theater Arts for Transfer	1
<b>Associate in Science</b>	<b>99</b>
Administration of Justice for Transfer	7
Biology for Transfer	3
Biotechnology Research and Development	3
Business Administration for Transfer	44
Computer Science for Transfer	3
Cyber Security	3

Early Childhood Education for Transfer	2
Film, Television, and Electronic Media for Transfer	1
Information Technology	2
Internet and E-Commerce	1
Nutrition and Dietetics for Transfer	1
Public Health for Transfer	1
Registered Nursing	19
Registered Nursing (LVN to RN)	7
Sustainable Agriculture	2
<b>Bachelor of Science</b>	<b>1</b>
Biomanufacturing	1
<b>Certificate of Achievement</b>	<b>386</b>
Accounting	17
Automotive Technology	5
Biomanufacturing	1
Bioprocess Technology	6
Bookkeeping	9
Child Development Associate Teacher	17
Child Development Master Teacher	1
Child Development Site Supervisor	1
Child Development Teacher	1
Computer Programming Fundamentals	3
CSU General Education	147
Cyber Security	3
Early Intervention and Inclusion	1
Graphic Design	1
IGETC	105
Information Technology	2
Internet and E-Commerce	1
Landscape Architecture	4
Law Enforcement	2
Management	8
Management Information Systems	2
Marketing	6
Massage Therapist (500 hours)	1
Master Technician	1
Medical Office Clinical and Administrative Professional	2
Medical Office Professional	15
Museum Studies	1
Music Technology	1
Personal Fitness Trainer	2
Real Estate	1
Social Media for Business	1
Software Development	4
Spanish	1
Sustainable Agriculture	2
Sustainable Landscape and Turf Management	1
Systems Administration	3
Yoga Instructor (300 Hours)	7
<b>Grand Total</b>	<b>849</b>

<b>Subject:</b> Human Resources Update	<b>Attachment:</b> None
<b>Category:</b> Information	<b>Type of Board Consideration:</b> <div style="display: flex; justify-content: space-around; align-items: center;"> <span>Information </span> <span>Consent</span> <span>Action</span> </div>
<b>Institutional Goals:</b> <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> <div style="display: flex; justify-content: space-around; align-items: center;"> <span>Goal 1</span> <span>Goal 2</span> <span>Goal 3 </span> <span>Goal 4 </span> </div>
<b>Recommended:</b>  <hr style="width: 100%;"/> <b>Charlie Ng</b> Vice President, Human Resources	<b>Approved for Consideration:</b>  <hr style="width: 100%;"/> <b>Sunita V. Cooke, Ph.D.</b> Superintendent/President

Human Resources Communications

The Human Resources (HR) Department has recently enhanced employee communications by providing several updates covering various employee-related topics including updates regarding illness prevention (COVID-19, Monkey Pox, RSV, and the flu), supplemental sick leave eligibility for COVID-19, updates on changes to board policies and administrative procedures, procedures to update self-identified demographic data to increase data accuracy for inclusion, diversity, equity and accessibility (IDEA) purposes, retirement workshops, and payroll information, as well as updating various information on the HR website. These enhanced communications are intended to raise awareness and increase transparency for employee safety, policies and procedure changes, IDEA, and employee compensation and benefits of the district.

COVID-19 and Safety

The district continues its vaccine mandate for employees. The district has required exempt employees to test weekly when in higher CDC Community Risk Levels; however due to the “Low” level this semester, no exempt testing has been necessary. The district continues to monitor public health guidance and local conditions to determine vaccine and testing policy.

COVID-19 four-week average case rates amongst employees reached a low of 1x/week in October but rose to 4x/week at present, following a familiar annual pattern. Unlike last year, flu and RSV escalated in October. In preparation of high respiratory infection rates this winter, HR sent out prevention guidance to all employees centering on hand hygiene, symptoms screening, vaccine importance, leave guidance, and testing resources. The COVID Prevention Plan and training are updated when appropriate.

The district continues to have ASTM-rated masks available; additionally, respirators are available for employees. Health Services and Risk Management maintains a COVID-19 rapid

antigen test supply for students and employees, respectively. The district has also maintained MERV13+ enhanced ventilation and nightly cleaning by the custodial department.

### Equal Employment Opportunity Advisor Committee (EEOAC) and Inclusion, Diversity, Equity, and Accessibility (IDEA)

The EEOAC reviewed recent changes in equal employment regulations (e.g., additional roles for the EEOAC, goal requirements for the EEO Plan, additional data analysis requirements) and started planning for new activities in spring 2023. These activities include promoting EEO policies and procedures, enhancing student participation in hiring committees, enhancing hiring committee training, and extending EEO enhancements beyond applicant and hiring to include retention and promotion. With the appointment of the Interim Chief IDEA Officer, this position was a key addition to the work of the EEOAC.

The HR Department has started a collaboration with Dr. Wendy Stewart, Interim Chief IDEA Officer and the Public Information Office (PIO) on developing recruitment videos. These short videos will be geared towards attracting diverse applicants and will be featured on the landing page of HR's applicant tracking system website and in HR job postings. The videos are intended to feature a diverse group of MiraCosta employees discussing their experience working at the district, with a focus on IDEA. Additionally, the videos will be intended to specifically appeal to Latine applicants and will highlight the district's Hispanic Serving Institute designation. The department is excited about this project and will be seeking participation from many MiraCostans.

### Strategic Professional Learning

HR continues to support the district exploring an enhanced strategic professional learning vision and plan that would compliment the many fine professional development activities that currently exist. The enhancement is exploring opportunities for a more comprehensive, holistic, and coordinated approach to professional learning. With the assistance of an Achieving the Dream coach, a group made up of faculty, classified professionals, and administrators created a collection of possibility statements. These statements have started to undergo review by the Academic Senate, Classified Senate, and the Administrators Committee. The statements will be used as a basis for design team sessions in spring 2023.

### Benefits

Open enrollment was held in October/November over a three-week period. HR provided enrollment assistance through email and online instructions. HR also created an open enrollment video to guide employees through the Workday open enrollment process. Over 550 employees successfully completed the open enrollment process. Over 50 retirees completed open enrollment by mail.

As a result of new Workday functionality, HR developed additional benefit plan details in Workday to provide employees with a summary of each benefit plan option and links to the Human Resources benefits website. Employees were able to review benefit plan information without having to exit the Workday application. In addition, an open enrollment video was created to offer employees easy access to benefit plan highlights. Video thumbnails were created to make it easier and faster for employees to explore their benefit options.