



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

MINUTES OF REGULAR MEETING

NOVEMBER 17, 2022
(Approved December 15, 2022)

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:

Anna Pedroza
President

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