



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

**MINUTES OF REGULAR MEETING**

**April 21, 2022**  
**(Approved on May 19, 2022)**

**I. CALL TO ORDER**

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, April 21, 2022, both in-person and via Zoom conference. President Anna Pedroza called the meeting to order at 4:06 p.m.

**II. FLAG SALUTE / ROLL CALL**

Board members present:

David Broad	Frank Merchat
Rick Cassar	Anna Pedroza
William Fischer	Jacqueline Simon
George McNeil	Alma Cuevas (Student Trustee)

Administrators present:

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

**III. TELECONFERENCING OF MEETINGS (Action Required)**

**A. Approve Continued Observance of Resolution No. 4-21/22 Authorizing Teleconferencing for Meetings Pursuant to AB 361**

By motion of Trustee McNeil, seconded by Trustee Fischer, the board adopted Resolution No. 4-21/22 authorizing the continued teleconferencing of meetings pursuant to AB 361.

Vote: 7/0/0

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

Abstentions: None

Absent: None

**IV. APPROVE MEETING MINUTES**

**A. Special Meeting/Closed Session of March 24, 2022**

By motion of Trustee McNeil, seconded by Trustee Broad, the minutes of the special meeting/closed session of March 24, 2022, were approved.

Vote: 7/0/0

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

Abstentions: None

Absent: None

**B. Regular Meeting of March 24, 2022**

By motion of Trustee McNeil, seconded by Trustee Merchat, the minutes of the regular meeting of March 24, 2022, were approved.

Vote: 7/0/0

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

Abstentions: None

Absent: None

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

None.

**VI. CHANGES IN AGENDA ORDER**

None.

**VII. PRESENTATIONS**

**A. Core Competencies Assessment**

Dean of Research, Planning, and Institutional Effectiveness Christopher Tarman, as well as faculty members Dr. John Thomford, Dr. Kristine Arquero, and Janelle West, provided an update of the MiraCosta College Core Competency assessments process, the most recent results from the assessments to-date, and key findings from the data, as well as how faculty are using this data to improve outcomes in the classroom.

Professors West, Arquero, and Thomford shared how this process has allowed them to reflect on the information from a different perspective and identify ways to fine-tune their courses and assignments that have resulted in improved work from students, making them more successful. The value rubric has helped her in a multitude of ways and provides clarity and transparency for students.

Thomford outlined the plans for the future, including reviewing outcomes mapping, strengthening connections between the Outcomes and Assessment Committee and Instructional departments, collecting more institutional-level data, and broadening participation of faculty in core competencies assessments.

Board members expressed their appreciation for this work and the improvements made as a result of this work.

**B. Accreditation Process Update**

Dean of Research, Planning, and Institutional Effectiveness Christopher Tarman, provided an overview of the ACCJC comprehensive accreditation process, how the college has organized to write the Institutional Self-Evaluation Report, and the major milestones ahead in reaffirming the college's accredited status.

The accreditation provides assurance to students and the community that the college offers quality educational offerings through standards to advance student learning and achievement, as well as peer review process. Accreditation status allows access to Federal Student Financial Aid and provides portability of credits for students.

The accreditation cycle is every seven years when an Institutional Self Evaluation Report (ISER) and comprehensive review focusing on four standards is completed, which allows us to be evidenced based for continuous institutional improvement and academic quality.

Tarman gave an overview of the timeline, and noted that by fall 2022, the document will be routed to all governance groups for their review. The board of trustees can expect the final document as a first read in October, a second read in November, and then submission to the commission in December 2022. A focused site visit by the evaluation team will take place in fall 2023.

Trustee Broad noted that trustees were involved in the writing of Accreditation Standard IV. The ISER process helps institutions identify areas of strength and areas where work needs to be done. It seems student learning outcomes and assessments are areas where more documentation is needed to demonstrate the work to be done at the department level and beyond.

## **VIII. CONSENT ITEMS**

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions**
- B. Approve Student Housing Feasibility and Preliminary Planning Agreement**
- C. Approve Apple Technology Equipment Purchase**
- D. Approve Epson Technology Equipment Purchase**
- E. Approve Extron Technology Equipment Purchase**
- F. Approve Microsoft Volume Licensing Software and Campus Agreement Renewal**
- G. Approve Purchase of Digital Resources from Community College Library Consortium**
- H. Approve Amendment to Repligen Equipment Purchase**
- I. Approve and Ratify Settlement Agreement and Mutual Release with Caltrans**
- J. Approve Annual Dell Desktop Computer Replacement Purchase for Faculty/Staff**
- K. Ratify COVID-19 Support Agreement for Spring 2022 Return**
- L. Ratify and Approve Contracts and Purchase Orders**

By motion of Trustee Cassar, seconded by Trustee Merchat, consent items were approved.

Vote: 7/0/0

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

Abstentions: None

Absent: None

## **IX. ACTION**

- A. Approve Replenishment of Threshold of Vice President, Administrative Services' Authority to Approve Program Reserve Fund Transfer Requests**

By motion of Trustee McNeil, seconded by Trustee Cassar, the board approved the replenishment of threshold of vice president, administrative services' authority to approve program reserve fund transfer requests.

Vote: 7/0/0

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

Abstentions: None

Absent: None

**B. Approve Budget Transfer**

By motion of Trustee McNeil, seconded by Trustee Merchat, the board the budget transfer of \$500,000 from Fund 41-Capital Project to Fund 52-Revenue-other Resources, as stated.

Vote: 7/0/0

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

Abstentions: None

Absent: None

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

**A. Board Policy 3200 - Accreditation**

By motion of Trustee Merchat, seconded by Trustee McNeil, Board Policy 3200 – Accreditation was adopted.

Vote: 7/0/0

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

Abstentions: None

Absent: None

**B. Board Policy 3280 – Grants**

By motion of Trustee McNeil, seconded by Trustee Cassar, Board Policy 3280 – Grants was adopted.

Vote: 7/0/0

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

Abstentions: None

Absent: None

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

**A. Board Policy 3520 – Local Law Enforcement**

By motion of Trustee McNeil, seconded by Trustee Fischer, Board Policy 3520 – Local Law Enforcement was adopted.

Vote: 7/0/0

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

Abstentions: None

Absent: None

**B. Board Policy 6450 – Mobile Communication**

By motion of Trustee McNeil, seconded by Trustee Broad, Board Policy 6450 – Mobile Communication was adopted.

Vote: 7/0/0

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

Abstentions: None

Absent: None

**XII. FIRST READING – BOARD POLICIES**

**A. Board Policy 4230 – Grading and Academic Record Symbols**

Proposed edits to Board Policy 4230 – Grading and Academic Record Symbols were reviewed and discussed, and the policy will be placed on a future agenda for adoption.

**B. Board Policy 4235 – Credit for Prior Learning**

Proposed edits to 4235 – Credit for Prior Learning were reviewed and discussed, and the policy will be placed on a future agenda for adoption.

**XIII. INFORMATION**

**A. Fall 2020 Credit Graduate List**

The 2020 Credit Graduate List was provided for information.

**B. Sunshine the MiraCosta College Faculty Assembly Initial Proposal to the MiraCosta Community College District for the Contract to Commence July 1, 2022**

The MiraCosta College Faculty Assembly's Initial Proposal to the MiraCosta Community College District for the Contract to Commence July 1, 2022, was provided for information.

**XIV. COLLEGE-RELATED REPORTS**

**A. Trustees Activities**

Trustee McNeil reported the Barrio Empowerment day went smoothly, and many high school students participated.

Trustees Merchat and Cassar attended the State of North County event with Representative Jim Desmond.

Trustee Broad attended the virtual ACCJC webinar, which focused on the formative/summative accreditation process.

Trustee Pedroza attended her first SDICCCA meeting with Dr. Cooke and looks forward to attending the Adelante Mujer conference this Saturday in La Colonia de Eden Gardens with Dr. Cooke. All trustees attended the Futures workshop, and they noted how the board has begun incorporating Futures thinking in the work of the board. Many trustees attended the Spring Celebration of Excellence, as well as the celebration of life for MiraCostan Jim Gonzales.

**B. Students**

Student Trustee Alma Cuevas reported about language changes to the ASG Constitution, and an art workshop was held at the CLC on April 13, similar to the one held on the Oceanside Campus. The CLC workgroup is planning for the Adult High School graduation on May 12, and the ASG election and voting process is underway.

**C. Classified Employees**

Classified Senate President Carl Banks reported he attended Spring Celebration of Excellence and recognized classified professionals who received awards: the Accounts Payable team and the Community Education/Workforce Development teams received the Team Spotlight Award, Mandy Frakes from Accounting received the Individual Spotlight Award, and Maria Gallardo from Student Life and Leadership was recognized as the Outstanding Classified Employee of the Semester. Leadership Program graduates were recognized: Yuriko Jimenez, Dulce Gangani, France Cruz, and Gina Hansen. He thanked Lori Schneider and the leadership mentors for their work on this. Banks provided election results, which include Angelena Boles (continuing), Chelsea Chavira, Gina Hansen, Shannon Tuise'e as senators, Marlesha Keyes as continuing treasurer, and Carl Banks as continuing president.

## **D. Faculty**

Academic Senate President Luke Lara reported a proposed 2023/24 academic calendar has come to Academic Senate for review. He is finalizing faculty office assignments, soliciting faculty to participate in committee membership, and finalizing the election process. He reported that Kristi Reyes, full time non-credit faculty, was awarded the Leon P. Baradat Service Award. The Academic Senate approved the list of emeritus faculty, and he thanked them for their commitment to serving students.

## **E. Vice Presidents**

### **1. Instructional Services**

Vice President Pescarmona submitted a written report. She added that the community college system enrollment is down 31 percent over the last two years. Our Futures work will help tackle the upcoming years and navigate hurdles.

### **2. Student Services**

Vice President Wojcik reported LGBTQIA+ grant was awarded, and a plan for how the funds will be used over the next five years will need to be developed over the next month. A grant was also received that will help our formerly incarcerated students. A wonderful week of events and programming has been put together by Student Equity, including a fundraising opportunity. Additionally, the Annual STREAM Festival takes place next week. Afifa Zaman, Kristina Londy, and Wendy Stewart were recognized by the San Diego Chapter American Association for Women in Community Colleges 2022 Student - Woman of the Year.

### **3. Administrative Services**

Vice President Flood reported that discussions are occurring about the incredible escalation of building costs. Some projects could be delayed, as they continue to work within the budgets to provide for the buildings most needed.

He thanked the members, including students, who served on the hiring committee that just selected Val Sadaat for the permanent position as college police chief. The Foundation audit was just completed, and now an interim audit for financials has begun. The Technology Plan is being worked through, and feedback is being solicited from constituents.

### **4. Human Resources**

Vice President Ng thanked the board for their attendance at the celebration of excellence. Human Resources is monitoring Covid, and discussions are underway for planning and protocols for fall and summer.

## **F. Superintendent/President**

Superintendent/President Cooke reported finalist faculty interviews have been occurring. She announced that Shannon Stubblefield was selected as the VP of Advancement. Cooke reported she went to Denver for the PTK convention, where the theme of study for next year is "Play." A student housing feasibility study will occur, which will involve assessing the need, and the ability to offer this for our students. If feasible, then the college must apply for a grant before moving forward. On April 27, the Health and Wellness Building groundbreaking will take place at 9 a.m., and a dedication of a bench will honor the work of former MiraCosta Dean Ann Carli at the San Elijo Campus later that afternoon at 4 p.m.

**XV. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS**

None.

**XVI. ADJOURNMENT**

The meeting adjourned at 5:40 p.m.

**MINUTES APPROVAL:**

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Anna Pedroza  
President

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

