



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

**MINUTES OF REGULAR MEETING**

**May 14, 2020  
(Approved June 11, 2020)**

**I. CALL TO ORDER**

The Board of Trustees of the MiraCosta Community College District met in a regular meeting on Thursday, May 14, 2020, via ZOOM conference. President Rick Cassar called the meeting to order at 4:00 p.m.

**II. FLAG SALUTE / ROLL CALL**

Board members present:

David Broad	Frank Merchat
Rick Cassar	Anna Pedroza
Bill Fischer	Jacqueline Simon
George McNeil	Raquel Parizeau, Student Trustee

Administrators present:

Superintendent/President Sunny Cooke  
Vice President Diane Dieckmeyer  
Vice President Tim Flood  
Vice President Charlie Ng  
Vice President Alketa Wojcik

**III. APPROVE MEETING MINUTES**

**A. Special Meeting/Closed Session of April 16, 2020**

By motion of Trustee McNeil seconded by Trustee Broad, the minutes of the regular meeting and special meeting/closed session of April 16, 2020, were approved.

Vote: 7/0

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

Abstention: None

Absent: None

**B. Regular Meeting of April 16, 2020**

By motion of Trustee Fischer, seconded by Trustee McNeil, the minutes of the special meeting of April 16, 2020, were approved.

Vote: 7/0

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

Abstention: None

Absent: None

#### **IV. PRESENTATIONS**

##### **A. Phi Theta Kappa Introductions and Update**

Phi Theta Kappa officers, along with advisors Delores Loedel and France Magtira reported on the activities and accomplishments of the 2019/20 academic year.

##### **B. ACCJC Mid-Term Report**

Dean of Research, Planning and Institutional Effectiveness Chris Hill presented the midterm report for a first read and an update of the work done on the recommendations, Quality Focus Essay projects, and action items. The midterm report will be submitted in June. Dr. Cooke noted that future visits would consist of smaller teams looking at very focused areas. These visits will be more streamlined, nimble, and less expensive; however, standards will not change.

##### **C. Long-Term Planning Framework**

Dean of Research, Planning and Institutional Effectiveness Chris Hill and Vice President of Administrative Services Tim Flood provided a summary of the long-term planning process and the resulting long-term planning framework that came to the board of trustees as a first read.

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

None.

#### **VI. CHANGES IN AGENDA ORDER**

None.

#### **VII. CONSENT ITEMS**

- A.** Ratify Recommendations of Superintendent/President in Approving Personnel Actions
- B.** Approve Community Education Instructor Salary Schedule
- C.** Ratify Memorandum of Understanding 20-3 with Faculty Assembly
- D.** Adopt Annual Resolutions Authorizing Designated Agents
- E.** Ratify Contracts and Approve Purchase Orders – April 1 through April 29, 2020
- F.** Ratify Budget Transfers (Q3 January-March)
- G.** Approve Addendum to Oceanside Campus Facilities Master Plan Update Final Environmental Impact Report and Approve Resolution No. 26-19/20
- H.** Approve Second Addendum to Oceanside Campus Facilities Master Plan Update Final Environmental Impact Report and Approve Resolution No. 27-19/20
- I.** Approve Purchase Order with Community College Library Consortium
- J.** Approve Renewal of Network Hardware and Software Support/Maintenance Agreement
- K.** Approve Summer 2020 Annual Program Components for OUSD CCAP Dual Enrollment Program

Items E and G were pulled for discussion.

By motion of Trustee McNeil seconded by Trustee Merchat, all consent items except item E and G, were approved.

Vote: 7/0

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

Abstentions: None

Absent: None

By motion of Trustee McNeil seconded by Trustee Fischer, consent item E, was approved.

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

By motion of Trustee Merchat seconded by Trustee McNeil, consent item G, was approved.

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

## **VIII. ACTION ITEMS**

### **A. Approve Emeritus Status for Retired Faculty Members**

By motion of Trustee Merchat seconded by Trustee McNeil, the board approved emeritus status for Patrick Connolly, Julie Harland, Susan Herrmann, Jill Malone, Nancy Schaefer, Nancy Steffens-Diaz, and Hershel Stern.

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

### **B. Approve Gold Circle Membership for Retired Classified Employees**

By motion of Trustee Simon seconded by Trustee McNeil, the board approved Gold Circle membership for Wilford Byrd, Robert Erichsen, Leslie Kamps, Thanh Lai, Lisa Montes, Don Pratola, Margaret Reyzer, Christopher Roberts and Kathy Thiele.

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

### **C. Adopt Resolution No. 30–19/20 Acknowledgement of Remarkable Actions by District Faculty, Classified Professionals, and Administrators in Midst of Coronavirus/COVID-19 Crisis**

By motion of Trustee Simon seconded by Trustee McNeil, the board adopted Resolution No. 30-19/20 to acknowledge the remarkable actions by district faculty, classified professionals, and administrators in the midst of the Coronavirus/COVID-19 crisis.

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

### **D. Adopt Resolution No. 31–19/20 Denouncing Xenophobia and Anti-Asian/Pacific Islander Sentiment Arising From Fears from the Covid-19 Pandemic**

By motion of Trustee Simon seconded by Trustee McNeil, the board adopted Resolution No. 31–19/20 denouncing xenophobia and Anti-Asian/Pacific Islander sentiment arising from fears from the Covid-19 pandemic.

Vote: 7/0  
Aye: Broad, Cassar, Fischer, McNeil, Merchat, Pedroza, Simon

Abstentions: None  
Absent: None

**E. Approve Equal Employment Opportunity (EEO) Fund Multiple Method Allocation Certification Form**

By motion of Trustee Simon seconded by Trustee McNeil, the board approved the Equal Employment Opportunity Fund Multiple Method Allocation Certification Form, as stated.

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

**F. Rescission of Approval of Sole Source**

By motion of Trustee Simon seconded by Trustee McNeil, the board approved the rescission of previously approved sole source exception items, as stated.

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

**IX. SECOND READING AND ADOPTION – BOARD POLICIES**

**A. Board Policy 2015 – Student Trustee**

By motion of Trustee Simon seconded by Trustee McNeil, the board adopted Board Policy 2015 – Student Trustee.

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

**B. Board Policy 5015 – Residency Determination**

By motion of Trustee Simon seconded by Trustee McNeil the board adopted Board Policy 5015 – Residency Determination.

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

**X. INFORMATION**

**A. Fall 2019 Credit Graduate List**

The fall 2019 credit graduate list was reviewed.

**B. Third Quarter Fiscal Report**

The Third Quarter Fiscal Report was reviewed.

**XI. COLLEGE-RELATED REPORTS**

**A. Trustees Activities**

Trustee Broad reported he attended the foundation board meeting this week, which has raised emergency funds of \$383,000 for 570 students in three weeks. The foundation has also been working for a year on comprehensive campaign, and they already have substantial commitments to this campaign. Trustee Fischer was grateful and proud of the

rapid conversion to online teaching. Trustee McNeil attended the virtual Umoja Rites of Passage event that was very impressive. Both he and Trustee Simon attended the Spring Celebration of Excellence. Trustee McNeil, along with Trustee Merchat, attended the Math Scholarship Awards ceremony. Trustee Pedroza applauded all, especially students. Trustee Cassar took part in the filming of the virtual commencement, and he attended the SDICCCA meeting.

## **B. Students**

Student Trustee Raquel Parizeau thanked everyone for the patience and help they have given to her through this great experience. She reported the new ASG President Mana Tadayon and new Student Trustee Kristina Quandt were recently elected for the next term. Although initially a bit disappointed about fall courses being held online, she has now gotten the hang of things and is looking forward to the next semester.

## **C. Classified Employees**

Classified Senate President Vanessa DiBenedetto acknowledged Classified Senate Vice President Lori Schneider for her hard work on professional development. DiBenedetto has appreciated the experience she has gained over the past two years and thanked the board, vice presidents, administrators, and Academic Senate President Maria Figueroa and Academic Senate Vice President Luke Lara for their support. Carl Banks will be taking over as the next Classified Senate President. She recognized the spring 2020 Outstanding Classified Employee recipient Mark Stramaglia, and thanked the entire AIS department and custodial staff for working enourmous hours during this unusual time. Caroline Bischel in Human Resources and Cindy Oropeza in UPRISE were selected as individual Spotlight Award winners.

## **D. Faculty**

Academic Senate President Maria Figueroa thanked all, including her predecessors and those who encouraged her. A Diversity and Equity addendum has been created by a mini-workgroup of faculty experts to look at how to support our faculty. Figueroa acknowledged faculty who have been honored with emeritus status by completing 15 years of service and have been committed to shared governance and other collegial acts and responsibilities.

## **E. Vice Presidents**

### **1. Instructional Services**

Vice President Dieckmeyer commended faculty, deans, department chairs, and staff for the tremendous job that have done over the past few months. She reported the fall schedule is being revised, and there will now be very few hybrid courses, mostly for nursing and some labs, and will be launched by the end of May. She is on the task force responsible for the Distance Education Blanket Addendum, and they will be submitting the plan for process of approvals for about 177 courses. Work on dual enrollment and professional development continues throughout summer and fall. Dr. Dieckmeyer thanked Vanessa DiBenedetto and Maria Figueroa for the way they care about students, the college, and the community, and she expressed appreciation for the board.

### **2. Student Services**

Vice President Wojcik submitted a written report for her department and reported on how grateful the RAFFY students were for their online ceremony. She is excited about virtual graduation and, so far, over 500 graduating students have submitted their slide for commencement. In addition, faculty have been working on compiling videos of congratulations for the May 22 event.

### **3. Administrative Services**

Vice President Flood congratulated Maria Figueroa and Vanessa DiBenedetto on their leadership. The team is already looking at how to mitigate budgetary issues, since the May revise was released today. Faculty, staff, and administration have been engaged in plans for building design, Covid-19 best practices, and Workday is on schedule with overwhelming participation.

### **4. Human Resources**

Vice President Ng congratulated Raquel Parizeau, Vanessa DiBenedetto, and Maria Figueroa and said that they kept him on his toes. He appreciates all they have done for students and the college. He also thanked the Human Resources Department as a whole and said that Workday is on schedule with the July 1 go-live date.

### **F. Office of the President**

Superintendent/President Cooke echoed all comments and thanks that were given during today's meeting and especially thanked Maria Figueroa, Vanessa DiBenedetto, and Raquel Parizeau for their commitment. She reported she is currently working on an advertising campaign with the Public Information Office, who is also working hard on the new website. She thanked all employees for their work during this difficult time, and she wished all the best to the graduating class.

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

None.

## **XIII. ADJOURNMENT**

The meeting adjourned at 6:24 p.m.

### **MINUTES APPROVAL:**

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Rick Cassar  
Board President

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