



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

**REGULAR MEETING
4 P.M. – THURSDAY – FEBRUARY 20, 2025
BOARDROOM (1068) – OCEANSIDE CAMPUS
1 BARNARD DRIVE – OCEANSIDE, CA**

AGENDA

I. CALL TO ORDER AND REPORT OUT FROM CLOSED SESSION

II. FLAG SALUTE / ROLL CALL

III. APPROVE MEETING MINUTES

- A. Workshop of January 16, 2025
- B. Special Meeting/Closed Session of January 23, 2025
- C. Regular Meeting of January 23, 2025

IV. 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. Comments 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.

V. CHANGES IN AGENDA ORDER

VI. PRESENTATIONS

- A. FY2024 Annual District and Measure MM Audit Report

VII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions
- B. Approve Academic Personnel Advancement
- C. Approve Employment Contract for Interim Dean of Student Affairs
- D. Approve Sabbatical Leave Recommendations for FY 2025/2026
- E. Adopt Annual Resolutions Authorizing Designated Agents
- F. Approve Travel to Mexico City, Mexico March 28 - April 1, 2025, for Music Technology Associate Faculty, Steve Barsotti
- G. Curriculum Approval for 2025-2026 Catalog, Part II
- H. Award Contract for DSA Inspector of Record Services for Solar Installation at the Oceanside Campus Project No. 04245
- I. Notice of Completion – Bid# CO4-24 OC8000CDC Access Control and Security Project
- J. Approve Transfer of Measure MM Bond Funds and Increase of Oceanside Media Arts Project Budget
- K. Approve Transfer of Measure MM Bond Funds and Increase of Oceanside Chemistry and Biotechnology Building Project Budget
- L. Approve Amendment Two to Experis US Ltd. Contract
- M. Approve Renewal of Nth Generation Computing for Arctic Wolf Security Software and Services
- N. Ratify Budget Transfers/Revisions
- O. Ratify and Approve Contracts and Purchase Orders

VIII. ACTION ITEMS

- A. Approve FY25/26 Nonresident Tuition Fee
- B. Approve WASC AHS Accreditation Report
- C. Consideration and Adoption of Resolution 8-24/25 to Reduce or Eliminate Specially Funded Classified Services

IX. SECOND READ – BOARD POLICIES (Action Required)

- A. Board Policy 3810 – Claims Against the District
- B. Board Policy 4300 – Field Trips
- C. Board Policy 6340 – Bids and Contracts
- D. Board Policy 6700 – Civic Center and Other Facilities Use
- E. Board Policy 7340 - Leaves

X. FIRST READ – BOARD POLICIES

- A. Board Policy 7110 – Delegation of Authority – Human Resources
- B. Board Policy 7150.1 – Evaluation – Academic Administrators
- C. Board Policy 7160 – Professional Development

XI. INFORMATION

- A. Second Quarter Fiscal Report
- B. Annual District and Bond Measure MM Audit Services for FY2024/25

XII. COLLEGE-RELATED REPORTS

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

XIII. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

XIV. ADJOURNMENT

UPCOMING MEETING

**4 p.m. – March 27, 2025
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 Trustees' 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.

Audio recordings of board meetings are available upon request. Please contact the MiraCosta College Office of the President at 760.795.6610 or at jbollerud@miracosta.edu.



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING / WORKSHOP

**January 16, 2025
(Draft)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in a regular meeting/workshop on Thursday, January 16, 2025, in Room OC1054 on the Oceanside Campus. President Cassar called the meeting to order at 2:00 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar

Raye Clendening

Heather Conklin

Ann Crosbie

Frank Merchat

Anna Pedroza

Jacqueline Simon

Administrators present:

Superintendent/President Sunny Cooke

Facilitator: Dr. Helen Benjamin

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

None.

IV. CHANGES IN AGENDA ORDER

None.

V. WORKSHOP

A. Board/CEO Relations

The board engaged Dr. Helen Benjamin, retired Chancellor from Contra Costa CCD, to facilitate a workshop focused on the Trustee Role and effective Board/CEO relations.

Ground rules were reviewed before the board engaged in self-introductions. The board reviewed their duties of care, obedience, and loyalty. The board also reviewed:

- Relevant law on the role of community college trustees (CA Ed Code 70902)
- Accreditation standards
- Board policy 2200 on board of trustees' roles and responsibilities

Dr. Cooke provided a mid-year update on the college's history, big bets, and links with the institutional and board goals. The board also reviewed the MiraCosta College Philosophy of Board CEO Relations and Protocols, which had been developed over the years.

Outcomes of the session were:

- Great understanding of each other
- Midyear state of the college update
- Common understanding of roles and responsibilities
- Information on characteristics of high-performing boards
- Heightened awareness of where MiraCosta College is going and how the board determines and supports the direction.

VI. ADJOURNMENT

The meeting adjourned at 6:15 p.m.

MINUTES APPROVAL:

Rick Cassar
President

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



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

MINUTES OF CLOSED SESSION MEETING

**JANUARY 23, 2025
(DRAFT)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in closed session on Thursday, January 23, 2025, in Room 1054 on the Oceanside Campus. President Rick Cassar called the meeting to order at 2 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar

Raye Clendening

Heather Conklin

Ann Crosbie (arrived at 2:10 p.m.)

Frank Merchat

Anna Pedroza

Jackie Simon

Administrators present:

Superintendent/President Sunny Cooke

Assistant Superintendent/Vice President Charlie Ng

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

None.

IV. DECLARE NEED FOR CLOSED SESSION

At 2 p.m., the board announced the need to enter closed session, along with Superintendent/President Cooke and Assistant Superintendent/Vice President Charlie Ng.

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: All Groups

B. Employee Discipline/Dismissal/Release, Number of Potential Cases: 6

(Pursuant to Government Code section 54957)

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

At 3:17 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: All Groups
No report.

B. Employee Discipline/Dismissal/Release, Number of Potential Cases: 6
(Pursuant to Government Code section 54957)
No report.

VI. ADJOURNMENT
The meeting adjourned at 3:18 p.m.

MINUTES APPROVAL:

Rick Cassar
President

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



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING

**JANUARY 23, 2025
(DRAFT)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, January 23, 2025, in the Boardroom (1068) on the Oceanside Campus. President Cassar called the meeting to order at 4 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar

Raye Clendening

Heather Conklin

George McNeil

Frank Merchat

Anna Pedroza

Jackie Simon

Rahime Demirci (Student Trustee)

Administrators present:

Superintendent/President Cooke

Assistant Superintendent/Vice President Tim Flood

Assistant Superintendent/Vice President Denée Pescarmona

Assistant Superintendent/Vice President Alketa Wojcik

Assistant Superintendent/Vice President Charlie Ng

III. APPROVE MEETING MINUTES

A. Special Meeting/Closed Session of December 19, 2024

B. Regular Business Meeting of December 19, 2024

By motion of Trustee Simon, seconded by Trustee Merchat, the board approved the minutes of the special meeting/closed session of December 19, 2024.

Vote: 6/0/1

Aye: Cassar, Conklin, Crosbie, Merchat, Pedroza, Simon

Abstentions: Clendening

Absent: None

By motion of Trustee Simon, seconded by Trustee Merchat, the board approved the minutes of the regular business meeting of December 19, 2024.

Vote: 6/0/1

Aye: Cassar, Conklin, Crosbie, Merchat, Pedroza, Simon

Abstentions: Clendening

Absent: None

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

None.

V. CHANGES IN AGENDA ORDER

A minor clarification was made to the report out statement from the December 19, 2024, meeting from closed session to note that there was one abstention in the action taken. The minutes have been corrected and posted.

VI. PRESENTATIONS

A. Adult High School – Western Association of Schools and Colleges Accreditation Report

Dean of Continuing and Community Education John Makevich and Jose Sanchez, MiraCosta's new AHS mathematics faculty presented an overview of the Adult High School (AHS) self-study report. This report is a comprehensive self-evaluation conducted by faculty, staff, and administration. It assesses the school's mission, goals, resource utilization, processes, and achievement of student outcomes in alignment with best practices.

Dean Makevich reported that The Accrediting Commission for Schools, Western Association of Schools and Colleges (ACS WASC) will review our report, validate AHS programs through site visits, interviews, and student work evaluations, and provide recommendations for improvement. The self-study report will be presented for board approval in February 2025. It will be submitted to WASC in March 2025 with an external evaluation team scheduled to visit from May 5–8, 2025.

B. 2025 Political and Legislative Update

Director of Public and Governmental Relations, Marketing, and Communications, Dr. Kristen Gonzales provided an overview of the current political landscape at the federal and state levels and its impact on community colleges. The presentation highlighted a look back over the last year by reviewing a few notable bills that were both vetoed and signed. A look forward included a master plan for career education, the Governor's January budget, and key statewide advocacy points to align with ongoing legislative priorities and initiatives.

VII. CONSENT ITEMS

- A.** Ratify Recommendations of Superintendent/President in Approving Personnel Actions
- B.** Ratify Memorandum of Understanding 25-01 with the Faculty Assembly Amending MOU 24-05
- C.** Approve Legal Services
- D.** Approve Kitchell Contract Extension
- E.** Approve Southern California Foothills Consortium Memorandum of Understanding – Spring 2025 Semester
- F.** Notice of Completion – Contract #MMC0240024 SAN Path of Travel Installation Project
- G.** Notice of Completion – Contract #MMC0240025 SAN Recycling Water Retrofit Project

- H. Approve License Agreement Amendment for Farmers' Market at MiraCosta College, San Elijo Campus
- I. Approve Modern Campus USA, Inc. – Omni Software
- J. Ratify and Approve Contracts and Purchase Orders

Consent Item H was pulled for discussion.

By motion of Trustee Merchat, seconded by Trustee Conklin, consent items A-G and I-J were approved.

Vote: 7/0/0
Aye: Cassar, Clendening, Conklin, Crosbie, Merchat, Pedroza, Simon
Abstentions: None
Absent: None

By motion of Trustee Merchat, seconded by Trustee Clendening, consent item H was approved as amended directing staff to make clear in subsequent contract extensions, the size and revenue generated by the event, and would need to be assessed in determining the appropriate rental fee in the next contract period.

Vote: 7/0/0
Aye: Cassar, Clendening, Conklin, Crosbie, Merchat, Pedroza, Simon
Abstentions: None
Absent: None

VIII. ACTION ITEMS

A. Adopt Resolution No. 7-24/25 – Excuse Board Member Absence

By motion of Trustee Merchat, seconded by Trustee Pedroza, the board adopted Resolution No. 7-24/25 to excuse Trustee Raye Clendening from the December 19, 2024, board meeting.

Vote: 6/0/1
Aye: Cassar, Conklin, Crosbie, Merchat, Pedroza, Simon
Abstentions: Clendening
Absent: None

B. Approve Employment Contract for Assistant Superintendent/Vice President, Human Resources.

By motion of Trustee Pedroza, seconded by Trustee Clendening, the board approved the employment contract for the Assistant Superintendent/Vice President, Human Resources.

Vote: 7/0/0
Aye: Cassar, Conklin, Clendening, Crosbie, Merchat, Pedroza, Simon
Abstentions: None
Absent: None

IX. SECOND READ – BOARD POLICIES (Action Required)

A. Board Policy 3433 – Prohibition of Sexual Harassment Under title IX

By motion of Trustee Conklin, seconded by Trustee Merchat, the board adopted Board Policy 3433 as presented.

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

Absent: None

B. Board Policy 3540 – Sexual and Other Assaults on Campus and in Campus Programs

By motion of Trustee Clendening, seconded by Trustee Conklin, the board adopted Board Policy 3540 as presented.

Vote: 7/0/0

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

Abstentions: None

Absent: None

I. FIRST READING – BOARD POLICIES

A. Board Policy 3810 – Claims Against the District

Board Policy 3810 was reviewed and discussed and will be brought to the board for a second read and adoption at a future meeting.

B. Board Policy 4300 – Field Trips

Board Policy 4300 was reviewed and discussed and will be brought to the board for a second read and adoption at a future meeting.

C. Board Policy 6340 – Bids and Contracts

Board Policy 6340 was reviewed and discussed and will be brought to the board for a second read and adoption at a future meeting.

D. Board Policy 6700 – Civic Center and Other Facilities Use

Board Policy 6700 was reviewed and discussed and will be brought to the board for a second read and adoption at a future meeting.

E. Board Policy 7340 – Leaves

Board Policy 7340 was reviewed and discussed and will be brought to the board for a second read and adoption at a future meeting.

IX. COLLEGE-RELATED REPORTS

A. Trustees Activities

Trustee Anna Pedroza attended the Farmers' Market at the San Elijo Campus last week and commented on what a great community event it is. She also participated in the MLK downtown parade. It was a pleasure to see CA State San Marcos, Palomar College, and MiraCosta College all march in the parade together. She also listened to the All College Day recording and congratulated Tim Flood on his retirement noting that he will be greatly missed.

Trustee Ann Crosbie has been focused on supporting those affected by recent fires in Los Angeles. She expressed gratitude for the incredible community response.

Trustee Raye Clendening attended the Associate Faculty Welcome Zoom during Flex Week, serves on the Ethnic Studies Committee for the Oceanside Unified School District, and attended the MLK Day of Service on January 19 and the MLK Breakfast on January 20.

Trustee Frank Merchat attended the Annual MLK Breakfast and All College Day. He shared his gratitude for Dr. Helen Benjamin who did an outstanding job facilitating the

Board Workshop last week. He was glad to see that the Clippers professional team rented our gymnasium and expressed gratitude to those involved in making it possible. In addition, he mentioned the funeral for Knox Williams, scheduled for February 22 at 1 p.m. at the Oceanside First Presbyterian Church & Preschool.

Trustee Heather Conklin highlighted her efforts to support our neighboring communities in Los Angeles during the terrible fires. She also attended the Farmers' Market at the San Elijo Campus, the MLK Day of Service, and a Unity Brunch hosted by Oceanside Councilmember Eric Joyce, which focused on building stronger communities.

Trustee Jackie Simon attended the Associate Faculty Welcome session during Flex Week, the MLK Breakfast, All College Day, and the board workshop facilitated by Dr. Helen Benjamin. She noted that this was the first time in her 21 years on the board that she attended the MLK Breakfast and said it was wonderful.

Board President Rick Cassar spoke at All College Day, attended the Associate Faculty Welcome Zoom, and the funeral of Refugio "Jesse" Lomeli, a beloved former MiraCosta counselor. Jesse joined MiraCosta in 1973, taught Mexican American Studies, and started the college's soccer program. He worked at MiraCosta for 31 years, retiring in 2004. His legacy as a donor and trailblazer continues to leave a lasting impact on the MiraCosta community.

B. Students

Student Trustee Rahime Demirci shared highlights from the Associated Student Government (ASG) retreat at UC San Diego's high ropes course, where teamwork and a trust-building exercise set a positive tone for the semester ahead. She reported that Region 10 of the ASCCC (Academic Senate for California Community Colleges) continues hosting monthly meetings, which provides a platform for students to engage with peers across the county. And finally, the student soccer team is gearing up for an exciting match against Las Vegas.

C. Classified Employees

Classified Senate President Omar Jimenez, recognized and gave a special thanks to Carl Banks and Kimberly Holmes for stepping up during his paternity leave. He then proudly acknowledged two incredible Classified Professionals who exemplify our commitment to Caring Campus and student success. Michelle Ohnstad, Manager of Library Operations was recognized as the Outstanding Classified Employee for fall 2024, and Nadia Khan, Instructional Designer was recognized for completing a certificate in AI through Playlab AI and the UC Berkeley School of Education. Jimenez added that both Michelle and Nadia exemplify the values of Caring Campus—serving our students with compassion while continuously improving and innovating to meet their needs.

D. Faculty

Academic Senate (AS) President Curry Mitchell reported that as the spring semester begins, MiraCosta College faculty have been actively engaged in professional development activities. During FLEX Week, Dr. Faye delivered a keynote presentation titled Cultural and Human Connection. Faculty leaders, including Dr. Teckle and Dr. Jim Sullivan, encouraged submissions of First Day/First Week Teaching Ideas, fostering a

collaborative exchange of strategies for positive student experiences. Looking ahead, the college will host an AI-focused conference, with breakout sessions led by faculty and classified staff.

The Equivalency Committee is revising administrative procedures and local guidelines to streamline the process for reviewing requests for adjunct, temporary, and full-time faculty positions. In addition, the SLO Coordinator position is being reevaluated to enhance meaningful engagement with the SLO Loop process. The Senate also reviews its rules and meeting formats to improve representation, communication, and collaboration with faculty and college partners.

E. Assistant Superintendents/Vice Presidents

1. Instructional Services

Assistant Superintendent/Vice President Pescarmona reported the AI Conference is set for January 31, with 300 RSVPs already confirmed. The day will feature a morning panel and constituency group discussions, followed by over twenty afternoon breakout sessions hosted by classified staff and faculty. Special thanks to Melanie Haynie, Dulce Gangani, Jim Julius, Omar Jimenez, and Curry Mitchell for their leadership and support.

Spring enrollment is up compared to last year, with headcount up 2.19 percent and FTES up 3.07. The San Elijo Campus is seeing remarkable growth, with enrollment over 12 percent for fall and spring, adding 400 more students year-over-year. San Elijo is piloting an accelerated 8-week format, allowing students to complete three-degree programs in just 22 months.

Spring is busy with schedule development for summer and fall. Faculty are implementing legislative mandates, including AB 1111 (Common Course Numbering), with six newly aligned courses completed and over 75 more in progress by spring's end. Work is also underway to finalize the new CAL-GETC general education plan, requiring clear communication to ensure students understand these changes.

MiraCosta College is fully compliant with AB 607 (burden-free materials), with textbook costs accessible in the schedule. For spring 2025, 45 percent of sections have zero textbook costs, supported by an additional \$500,000 from Zero Textbook Cost (ZTC) grants to expand our no-cost programs.

2. Student Services

Assistant Superintendent/Vice President Wojcik stated that Counselor Jesse Lomeli was her counselor when she attended school at MiraCosta College, and he certainly helped her reach her goals. The past month and especially the week has been hectic, and she thanked all classified professionals and faculty for helping to make students feel welcome and seen. The college's Culture of Care continues to prioritize free services, with faculty guiding students to essential resources.

We recently submitted a new GEAR UP grant as our current grant ends in July 2025. We are hoping to hear positive news this September. We are currently addressing the needs of our undocumented, mixed-status, and LGBTQIA+ communities by updating Administrative Procedures (AP) 3415 and 5017 to enhance inclusivity and support.

In February, we plan to propose a resolution allowing student-run organizations to attend Brown Act meetings via teleconference. This is due to a recent law passed that allows for flexibility and would address barriers like transportation and childcare, enabling broader participation, particularly for the Associated Student Government. Legal counsel is ensuring compliance with all applicable laws.

3. Administrative Services

Assistant Superintendent/Vice President Flood reported that we received a glimpse of the state budget and highlights of the Governor's budget priorities. The proposed budget is an improvement from last year but has a minimal direct impact on MCC. Some COLA adjustments for categorical programs will provide support. The budget includes a minimal 0.5 percent growth allocation statewide which means some districts will continue to have unfunded growth. There are concerns about several missing elements, including no funding for scheduled maintenance and the absence of a COLA (Cost of Living Adjustment) on many of our large categorical programs, which could force decisions to reduce services or backfill funding gaps. Backfilling always negatively impacts on our compliance with the 50% law. Additionally, there was discussion about the potential long-term financial impact of recent fires, particularly on lost revenue and rising insurance costs.

On a positive note, seeing students back on campus and in classes was wonderful. A special thanks was extended to classified staff and faculty for their hard work in preparing classrooms and ensuring the college was well prepared for the start of classes. Appreciation was also expressed to colleagues on the emergency team for their efforts during recent fires and power outages caused by the weather conditions. These collaborative efforts continue to make a meaningful difference for our campus community.

4. Human Resources

Assistant Superintendent/Vice President Ng thanked the payroll team for getting the W-2's processed on time. He also thanked the HR Team for their preparation for the upcoming faculty hiring training on Friday. Additionally, we are sharing our EEO practices (Equal Employment Opportunity) with the State Chancellor's Office for them to consider including in their new EEO Best Practices Handbook, which will support equity-focused hiring efforts across the state.

F. Superintendent/President

Superintendent/President Cooke reported that after a bumpy return from her mini-sabbatical, she returned to her first week with all running smoothly. She said she was grateful for the dedication of our team and gave a shoutout to Jeanne Koschwanez and Melanie Haynie for stepping in and helping when needed.

A lot is going on, from legislative updates to reporting requirements. Despite the challenges, the first week of classes went relatively smoothly. A special thank you to the volunteers who supported students at the Help Huts on the first day of classes. Their efforts created a welcoming environment for students, even as evacuations from the area fires impacted some.

The LIFE Group has resumed meeting in the Board Room after being displaced during construction. Thank you to the Foundation team, Brian Astredo and Tori Fishinger, and our Police Chief Val Saadat for assisting with members in getting to their cars due to a shortage of nearby parking. It's wonderful to have this group back in their original meeting location.

Generous Donation: A huge thanks to MiraCostan Refugio "Jesse" Lomeli and his family for their generous donation of \$250,000. Their contribution will make a significant impact on our college community.

We're excited to announce two new buildings now open to serve students—Building 13: Chemistry and Biotechnology and Building 28: Media Arts. These state-of-the-art facilities are a testament to our commitment to innovation and student success.

X. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

Trustee Conklin asked that the board consider looking into AB2449.





XI. ADJOURNMENT

The meeting adjourned at 6:13 p.m.

MINUTES APPROVAL:

Rick Cassar
President

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

Subject: FY2024 Annual District and Measure MM Audit Presentation	Attachment: <ul style="list-style-type: none"> • FY2024 Audit Synopsis • District Final Governance Letter • FY2024 Annual District Audit • Measure MM Final Governance Letter • FY2024 Annual Measure MM Audit
Category: Presentation	Type of Board Consideration: <div style="text-align: center;">  </div> <div style="display: flex; justify-content: space-around;"> Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 <div style="text-align: center;">  </div> Goal 4 </div>
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

California Education Code §84040.5 requires that the governing board of each community college district shall provide for an annual audit of all funds, books, and accounts of the district in accordance with the regulations of the Board of Governors in order to encourage sound fiscal management practices and fiscal accountability. The MiraCosta Community College District annual audit has been completed and is available on the district website at: <https://www.miracosta.edu/administrative/annual-district-audits/index.html>. The audit firm of Eide Bailly, LLP, certified public accountants licensed by the California Board of Accountancy, conducted the audit. The format and financial statement information is in accordance with the reporting standards of the California Community Colleges Contracted District Audit Manual (CDMA).

STATUS




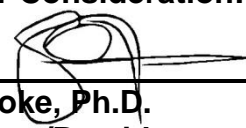
The district financial audit included examining, on a test basis, evidence supporting the amounts and disclosures in the basic financial statements, along with assessing the accounting principles used and significant estimates made by management. The results of the audit are found on pages 93-98 of the June 30, 2024, Audit Report.

- Financial Statements: **Unmodified opinion (highest opinion)**. Met internal controls over financial reporting and met compliance with financial statements.
- Federal Awards: **Unmodified opinion (highest opinion)**. Met internal controls and compliance over major programs.
- State Compliance: **Unmodified opinion (highest opinion)**. Met compliance for State programs.

A representative of the audit firm of Eide Bailly, LLP, will present the audit report and will be available to answer any questions.

RECOMMENDATION

For information only.

Subject: Ratify Recommendations of Superintendent/President in Approving Personnel Actions	Attachment: None
Category: Consent Items	Type of Board Consideration: Information  Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 Goal 2  Goal 3 Goal 4
Recommended:  _____ Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

STATUS

- Retirement of regular classified employee James Tremblay, Police Community Service Officer, Police Enforcement Unit 1, position P-00305, effective February 28, 2025.
- Resignation of the following regular classified employees:

Lisa Orcutt, Employee Relations Specialist, Human Resources, position P-07084, effective February 7, 2025.

Paige Babbitt, Administrative Support Assistant III, Financial Aid & Scholarships, position P-06165, effective February 18, 2025.

Juan Orozco, Police Services Officer, Police Enforcement Unit 1, position P-00316, effective February 13, 2025.
- Employment of temporary, full-time faculty member Sean McMahon, Interim Instructor, Chemistry, position P-12416, full-time, one-semester, non-tenure track, salary class 2, step 5, \$107,166 per year (2024-25 academic salary schedule), to be prorated for working 176 days during contract period January 13 – May 23, 2025.

BS, Biology, UC San Diego
MA, Chemistry, San Diego State University

Sean McMahon has worked for MiraCosta College and San Diego Community College from spring 2019 to present. He has also served as Instructor at City College of San Francisco from fall 2000 to spring 2001.

4. Employment of the following regular classified employees:

Michelle Casas, Financial Aid Technician, Financial Aid Processing, position P-08232, classified salary range 23, step 3, \$6,919.08 per month, full-time permanent, 12 months per year, effective February 3, 2025. Michelle was selected through an open recruitment process.

Stephanie Tatekawa, Academic Records Evaluator, Admissions & Records, Academic Records, position P-00010, classified salary range 23, step 1, \$6,236.16 per month, full-time, 12 months per year, effective February 10, 2025. Stephanie was selected through an open recruitment process.

5. Permanent change of assignment for Viviana Rodriguez, Student Employment Coordinator, position P-00252, has accepted the position of Program Manager, Employment Services, position P-04808, classified salary range 31, longevity year 7, \$9,967.25 per month, full-time, 12 months per year, effective January 27, 2025. Viviana was selected through an open recruitment process.

6. Temporary reclassification per Section H.5.0, Classified Senate Employee Manual, for the following classified employees:

Lilah Shoukry, Student Services Coordinator, CARE, position P-10059, will continue to serve as Interim Academic Administrative Division Assistant 10M, School of Arts, International Languages & Ethnic Studies, classified salary range 21, step 5, longevity year 9, \$7,617.67 per month, full-time, 10 months per year, effective January 6 – June 30, 2025.

Michael Truong, Clinical Case Manager, Health Services, will serve as Interim CARE Manager, Student Affairs, classified administrator salary range CM-8, step 1, \$9,541.17 per month, full-time, 12 months per year, effective March 3 – June 30, 2025.

7. Temporary change of assignment for classified employee Stephen Lague, Horticulture Assistant, Horticulture, P-00188, will increase in hours from 18 to 40 hours per week, effective January 23 – June 30, 2025.

8. Employee 07197949, in accordance with Board Policy 7345, requests a waiver to the limitation on how much of their available sick leave can be used for personal necessity leave as the employee will exhaust the personal necessity allowance for the 2024-25 fiscal year. Pursuant to the Classified Senate WCM, classified employees may use up to seven days of earned sick leave per fiscal year for the purpose of personal necessity leave.

Employee 02091535, in accordance with Board Policy 7345, requests a waiver to the limitation on how much of their available sick leave can be used for personal necessity leave as the employee will exhaust the personal necessity allowance for the 2024-25 fiscal year. Pursuant to the Classified Senate WCM, classified employees may use up to seven days of earned sick leave per fiscal year for the purpose of personal necessity leave.

9. In accordance with Administrative Procedure 7211.2.III, the individuals identified below have provided sufficient evidence of experience and/or education equivalent to the minimum qualifications established by the district to teach in the disciplines listed:

Stephen Heath – Accounting
Tac-Whei Ong – Business
Shannon Mueller – Dance
Jacole Kitchen – Drama/Theater Arts
Mami Ichikawa – Japanese
Wendy Klatt – Noncredit ESL

WHEREAS Academic Senate is satisfied that the candidates exhibit a unique combination of relevant education and extensive experience that make the candidates unusually well qualified to teach the specific courses, and

WHEREAS Academic Senate is satisfied that the qualifications of the candidates are appropriate for the specific proposed assignments, and

WHEREAS Academic Senate notes that the candidates exhibit a strong background in general education,

THEREFORE, BE IT RESOLVED that the Academic Senate recommends that the Board of Trustees accept the candidates' qualifications as equivalent for the specific assignment in question.

10. Employment of the following associate faculty members for the 2025 Spring session, payable in accordance with the Collective Bargaining Agreement for Academic Associate Faculty:

Tac-Whei	Ong	Business
Wendy	Klatt	ESL, Noncredit
Lauren	Adams	Letters, Transfer
Carter	Dewberry	Music
Gretchen	Vurbeff	Noncredit, General

11. 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
Adan Diaz	Campus Aide II	Short-term	Horticulture	\$18.50/hr	2/21/25	6/30/25
Cadence Rarick	Campus Aide II	Short-term	Dance	\$18.50/hr	2/21/25	6/30/25
Cesar Mendoza	Apprentice III	Substitute	STEM Learning Center	\$18.50/hr	2/1/25	6/30/25
Charles Storey	Art Model	Short-term	Noncredit, General	\$28.00/hr	3/1/25	6/30/25
Glenn Lindholm	Gallery Assistant	Substitute	Art	\$30.25/hr	2/11/25	6/30/25
Leslie Anastacio Gil	Campus Aide II	Short-term	Community Ed & Workforce Dev	\$18.50/hr	3/1/25	6/30/25
Liliana Prieto	Assistant Coach	Short-term	Athletics & Intramurals	\$29.38/hr	2/21/25	6/30/25
Matthew Soldano	Senior Science Lab Associate	Substitute	Chemistry	\$39.24/hr	2/5/25	6/30/25
Naomi Shetula	Campus Aide III	Short-term	Academic Success & Equity	\$20.50/hr	3/1/25	6/30/25
Olessya Shu	Art Model	Short-term	Noncredit, General	\$28.00/hr	3/4/25	6/30/25
Ryan Songco	Apprentice I	Short-term	Chemistry	\$16.50/hr	3/1/25	6/30/25

Samuel Litman	Apprentice III	Substitute	STEM Learning Center	\$18.50/hr	2/1/25	6/30/25
Shawn Viramontes	Police Community Service Officer	Substitute	Police Enforcement Unit 2	\$29.38/hr	2/10/25	6/30/25
Stephanie Johnson	Apprentice I	Substitute	Child Development Center	\$16.50/hr	1/22/25	5/30/25
Tammah Watts	Clinical Case Manager	Substitute	Health Services	\$44.03/hr	3/3/25	6/30/25
Tressah Tuazon	Apprentice III	Substitute	Academic Support & Innovations	\$18.50/hr	2/1/25	6/30/25
Weiam Elmahdi	Campus Aide III	Short-term	Academic Success & Equity	\$20.50/hr	3/1/25	6/30/25

RECOMMENDATION

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

Subject: Approve Academic Personnel Advancement	Attachment: None
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommendation: <hr style="width: 100%;"/> Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration: <hr style="width: 100%;"/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The Education Code requires the Board of Trustees to act on academic personnel matters on or before March 15. Tenure candidates (probationary faculty) have been evaluated according to the criteria for evaluation by a group of peers and a dean, who together with a tenure coordinator, comprise the candidate's Tenure Review Committee (TRC). The TRC is comprised primarily of members from the candidate's department or work group. The tenure review coordinator forwards the TRC's Tenure Plan and Tenure Review Committee Report to Human Resources and the appropriate assistant superintendent/vice-president, and final recommendations are from the superintendent/president to the board of trustees.

STATUS

The superintendent/president recommends the following first-year tenure candidates be granted a one-year contract for 2025 to 2026:

- Bobbie-Sue Bailey
- Sarah Kirk
- Danielle Barnett
- Jose Sanchez
- Kellita Felton
- Katherine Steelman
- Natalie Gonzales
- Jillian Ventrone
- Kyaw Htet

The superintendent/president recommends the following second-year tenure candidates be granted a two-year contract for 2025 to 2027:

- Kyle Arriola
- Shayla Turk

The following third-year tenure candidates continue to the second year of their two-year contracts. No board action is required:

- Markus Berrien
- Ansina Green
- Eduardo Mariscal
- Emily Mercuri
- Olivia Quintanilla
- Ariana Solis

The superintendent/president recommends the following second-year tenure candidates be granted early tenure:

- Amena Coronado
- Isreal Pastrana

The superintendent/president recommends the following fourth-year tenure candidates be granted tenure:

- Min Choi
- Xuchi Eggleton
- Sean Fanning
- Taya Lazootin
- Khang Nguyen
- Michelle Odom
- Suganya Sankaranarayanan
- Eric Snortum

RECOMMENDATION

Approve academic personnel advancement, as stated above.

Subject: Approve Employment Contract for Interim Dean of Student Affairs	Attachment: Employment Contract for Interim Dean of Student Affairs
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended: <hr style="width: 100%;"/> Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration: <hr style="width: 100%;"/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Devon Boone has been selected as the Interim Dean of Student Affairs, effective March 3, 2025. The district has the need to backfill the Dean of Student Affairs position, while the incumbent, Nick Mortaloni, Ed.D., is on an approved leave of absence. Upon Dr. Mortaloni's return from leave, Devon Boone will resume his position as CARE Manager in Student Affairs.

STATUS

Devon Boone will serve as Interim Dean of Student Affairs, full time, deans, non-doctorate, step 1 of the 2024/25 academic administrators salary schedule. Compensation for the contract period will be \$196,148, prorated for the number of days worked, effective March 3 – June 30, 2025.

RECOMMENDATION

Approve employment contract for interim administrator, as stated above.

**MIRACOSTA COMMUNITY COLLEGE DISTRICT
EMPLOYMENT CONTRACT
Interim Dean, Student Affairs**

This contract ("Agreement") between the MiraCosta Community College District ("District") and Devon Boone ("Boone") is made as of March 3, 2025.

Recitals

- A. The parties desire to enter into this Agreement to create or continue the employment relationship on the terms and conditions in this Agreement.
- B. Boone is qualified and willing to act in that capacity on an interim basis.
- C. This Agreement is subject to all the applicable laws of the State of California, the rules and regulations of the State Board of Governors, the Academic Administrator's Association Working Conditions Manual (hereinafter "Academic Administrator's Manual") as from time to time amended by the District, and the rules and regulations of the District's Governing Board including, but not limited to, Government Code sections 53260 and 53261.
- D. This Agreement is entered into in accordance with Education Code sections 72411(d) and 72411.5.

Terms and Conditions

1. Position and Term.

1.1 Position. District agrees to employ Boone and Boone agrees to be employed by District as Interim Dean, Student Affairs. Boone has the responsibilities and authority that are associated with Boone's interim position as defined in the position description and all other duties and responsibilities as assigned or required by the Superintendent/President or designee provided that such additional duties shall be consistent with Boone's interim position. The Board may adopt or amend the position description for the Boone's interim position at any time as long as the modifications are not inconsistent with the terms of this Agreement or the Academic Administrator's Manual. It is further agreed that Boone is subject to reassignment in accordance with the Academic Administrator's Manual.

1.2 Term. The term of this Agreement is approximately four months from March 3, 2025 to June 30, 2025, or until such time as the Board, by a majority vote, either (i) terminates Boone's interim appointment or (ii) appoints a different person to the position on an interim or permanent basis. Either party may terminate this Agreement with or without cause upon thirty (30) days written notice to the other party.

2. Salary and Benefits.

2.1 Salary. Boone's annual salary shall be as set forth on the Academic Administrator's Salary Schedule that is agreed to between the District and the Academic Administrator's Association and included in the Academic Administrator's Manual. The salary will be paid according to District's customary payroll practices. All payments of salary or other compensation payments will be reduced by any applicable withholdings and deductions (including voluntary withholdings). Boone's salary for the period March 3, 2025 to June 30, 2025 shall be \$196,148, prorated for the number of days worked.

2.2 Benefits. Benefits, including vacation, sick leave and other leaves are set forth in the Academic Administrator's Manual as amended or modified from time to time.

2.3 Allowance. Boone will be provided a monthly allowance for the purchase of a mobile communication device and service plan acceptable to the District, as per Board Administrative Procedure 6450, currently one hundred twenty-five dollars (\$125) per month as an exceptional heavy user. Boone acknowledges and agrees that the preceding expense consideration is currently considered as taxable compensation by the United States government and State of California.

3. Working Conditions. All working conditions are set forth in the Academic Administrator's Manual as amended or modified from time to time.

4. Indemnity. As provided in Government Code sections 825 and 995 et seq.

5. Settlement on Termination of Agreement Without Cause. Regardless of the term of this Agreement, the Board may terminate this Agreement at any time prior to the date on which the term of this Agreement would have otherwise expired, without cause. In such an event, the maximum cash settlement Boone may receive shall be equal to the monthly salary of Boone multiplied by the number of months left on the unexpired term of this Agreement, and shall not include non-cash items, except for health benefits. The intent of this provision is to satisfy the requirements of Government Code sections 53260-53264, and this provision shall be interpreted in a manner consistent with those statutes. District agrees to pay any lump sum cash payment ("Severance Pay"), less legally required for authorized deductions except contributions to CalPERS or CalSTRS, within thirty (30) days of the effective date of termination. In exchange for any lump sum cash payment provided to Boone, Boone shall execute a release and waiver, in a form acceptable to the legal counsel for District, releasing the District, and all of its elected officers, employees, agents, representations, and attorneys, from any claim associated with the termination.

6. Termination of this Agreement During its Term With Cause. The Board may terminate this Agreement during its term and discharge Boone if Boone commits a material and substantial breach of this Agreement and/or for cause. Such breach of Agreement and discharge shall nullify the terms of this Agreement and Boone shall cease to receive any form of compensation upon the effective date of termination. The term "cause" is defined as those actions, omissions, or behaviors which are detrimental to the operations of the District and/or its major instructional, student and administrative divisions, or which impair the District's mission, purpose, or objectives. Conduct which constitutes a breach of contract and cause for discharge, includes, but is not limited to: unsatisfactory work performance, insubordination, failure to comply with district policy, rules and regulations or other misconduct which interferes with the performance of their duties and responsibilities to the district. A termination for cause shall be carried out in compliance with the provisions applicable to administrative employees as set forth in the Academic Administrator's Manual as adopted by the Board.

7. Provisions of Government Code Sections 53243.3-53243.4.

7.1. In the event that District provides paid leave to Boone pending an investigation of a crime involving abuse of their office or position covered by Government Code section 53243.4, and should that investigation lead to a conviction, Boone shall fully reimburse District for any salary provided for that purpose.

7.2. In the event that District provides funds for the legal criminal defense of Boone pending an investigation of a crime involving an abuse of their office or position covered by Government Code section 53243.4, and should that investigation lead to a conviction, Boone shall fully reimburse District for any funds provided for that purpose.

7.3. In the event that District provides a cash settlement related to the termination of Boone as defined in the terms of this Agreement and Boone subsequently is convicted of a crime involving abuse of office or position covered by Government Code section 53243.4, Boone shall fully reimburse District for any funds provided for that purpose.

7.4. "Abuse of office or position" is defined in Government Code section 53243.4 to mean either of the following:

7.4.1. An abuse of public authority, including, but not limited to, waste, fraud, and violation of the law under color of authority.

7.4.2. A crime against public justice, including, but not limited to, a crime described in Title 5 (commencing with Section 67), Title 6 (commencing with Section 85) or Title 7 (commencing with Section 92) of Part 1 of the Penal Code.

8. Miscellaneous Provisions. This Agreement and applicable provisions of the Academic Administrator's Manual contain the entire agreement and understanding between the parties. There are no oral understandings, or terms and conditions not contained or referenced in this Agreement. This Agreement cannot be changed orally. It may be modified in writing by mutual agreement of the parties as set forth above. This Agreement supersedes all Board Policies, rules, regulations, handbooks or practices which are inconsistent with or in conflict with this Agreement.

9. Representations and Warranties.

Boone represents and warrants that Boone:


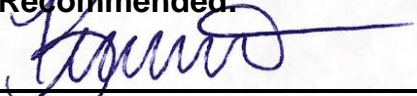
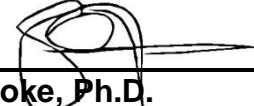
- (A) has read this Agreement and understands its provisions; and
- (B) is freely and voluntarily signing this Agreement.

MiraCosta Community College District

Administrator

By: _____
Sunita V. Cooke, Ph.D.
Superintendent/President

Devon Boone
Interim Dean, Student Affairs

Subject: Approve Sabbatical Leave Recommendations for FY 2025/2026	Attachment: Sabbatical Leave Applications – Fall 2025/Spring 2026
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent  Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended:  _____ Kristina Denée Pescarmona Vice President, Instructional Services	Approved for Consideration:  _____ 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.

STATUS

Based on the Faculty Assembly contract, the number of sabbatical leaves available is up to 8 percent of the full-time faculty in an academic year, which for 2025/26 would be sixteen (16). Seventeen faculty members submitted sabbatical leave applications including 16 eligible applications and one (1) alternate application and were forwarded to and approved by the Sabbatical Leave Committee on October 7, 2024, and approved by the Academic Senate on November 15, 2024.

RECOMMENDATION

Approve the 2025/26 sabbatical leave recommendations, as detailed on the following synopsis.

(Approval of sabbaticals does not grant traditional approval required for professional travel. It simply grants the time period and year of compensation for engagement in sabbatical research. Please consult BP7400 and AP7400 on employee travel.)

[LINK to the full applications.](#)

1. **Name:** DOIG, Lesley

Department: History

Semester requested: Fall 2025

Abstract: I am requesting a sabbatical to revamp my online classes, deepen my understanding of AI, and research local history. The main thrust of my work will be heavy revision of the history surveys that I teach, Hist 110 and Hist 111. I embrace and celebrate the fact that teaching is a craft, that as professors we are continuously sharpening our skills and adjusting to new realities. That said, I've experienced significant changes in my instructional approach over the past five years. Prior to COVID, I had never taught online, but now regularly see that 60% of my load is online teaching. My Canvas classes were built quickly in Spring 2020 and have been refined over time, but now need substantial reworking. Linked to that, the emergence of AI has presented significant challenges. I would greatly benefit from time to explore responsible use of this technology as a tool-- and how I may need to guard against it in my assessments. Lastly, I want to allow myself some time to be a practitioner of my discipline, to "do" not just teach. A local history project, relevant to my Hist 115 course, will allow me to flex those muscles.

2. **Name:** FISHER, Kaitlin

Department: Chemistry

Semester requested: Spring 2026

Abstract: Given the current need to assess and structure course curriculum to reflect career pathways and readiness, restructuring the lab curriculum of CHEM 112 will be the primary objective of my sabbatical project. CHEM 112 represents an important course for the preparation of students hoping to pursue future careers in health, nursing, and more. The current lab curriculum is fairly siloed and does not necessarily offer any translatable skills that could give students an advantage in their respective programs to which they enroll. I would like to change this by creating a lab curriculum that allows students to synthesize medication, purify it, and compound it using the principles associated with the course. These skills are highly transferrable to their future careers and can give them a distinct advantage moving forward. We have seen success with project-based learning in our majors courses and I believe that we can make this course unique in the chemistry course pre-requisite landscape. I want students that come through our MiraCosta pre-health classes to move into their respective health careers with advantages unique to our college.

3. **Name:** GARDINER, Yana

Department: Nursing and Allied Health (NAAH)

Semester requested: Fall 2025

Abstract: During my sabbatical, I plan to enroll in Spanish for Healthcare courses and develop a module for nursing students that highlight the benefits of speaking a second language, like Spanish, in a healthcare setting and research the cultural background to better serve this population. This module will be integrated into my current course, N183, Medical-Surgical Nursing II. A performance objective in my course is to examine how ethical and cultural issues can affect the care of perioperative adult patients as well as those with immunology and hematology disorders. By understanding these differences, nurses can deliver care that is not only clinically competent but also culturally sensitive, ultimately leading to better patient outcomes. This module will emphasize the importance of learning the native language of Spanish-speaking patients and the cultural competence necessary for effective care. Since nurses are often the first point of contact for patients and spend significant time with them, it is crucial for them to understand and respect Spanish-speaking patients' cultural and linguistic needs. Once I have completed the module, I will arrange a clinical rotation at an outpatient clinic where Spanish is the primary language spoken by patients. I intend to build a relationship with this clinic and actively practice my Spanish skills to contribute to patient care. Research indicates that speaking a patient's language can reduce health disparities, enhance the patient's experience, improve communication, and increase patient satisfaction and outcomes. Given that approximately 34% of the population in San Diego County speaks Spanish, with about 28% speaking it at home, this initiative is both timely and necessary.

4. **Name:** GREENWALD, Lauren

Department: Art

Semester requested: Fall 2025

Abstract: For this sabbatical leave, I will produce a new body of work instigating and documenting historical pilgrimage routes in Western Europe, with preliminary examinations of the Camino de Santiago and the Via di Francesco. As an artist and art professor, my professional practice includes the development and production of self-directed creative work. My previous work focused on modes of travel, perception, and the importance of the journey, and this new work will be a continuation of these themes, investigating the social, philosophical, and cultural significance of walking and the act of the pilgrimage. This will be made through historical research, site visits, and the walking itself. The final product will be a portfolio of photographs, possibly supplemented with video and mixed media artworks. To produce the physical prints, I will be using a range of traditional and digital

photographic printmaking processes, which will allow me to explore new methods and developments in photographic printing, ones I plan to introduce into the art curriculum at MiraCosta.

5. **Name:** HA, Thao

Department: Sociology

Semester requested: Spring 2026

Abstract: I'm so thrilled to share my proposal with you! The purpose of this sabbatical is to design and implement a comprehensive educational program tailored specifically to the needs of formerly incarcerated individuals. The program, developed through my nonprofit organization Collective Freedom (funded through the Nancy Jamison Fund for Social Justice award), will provide a college preparatory curriculum aimed at supporting this population's transition into higher education, with a particular focus on community colleges. While there are existing college preparation nonprofits for underserved populations, such as Reality Changers for 1st gen students, formerly incarcerated individuals face unique challenges that require specialized attention. As coordinator of MiraCosta's Transitions Program, I've observed that our structure doesn't have the capacity to provide holistic, year-round support. This initiative will fill a critical gap by offering year-round tailored support and resources to this population, ultimately creating a smoother pipeline into community colleges and beyond.

6. **Name:** HOSTE, Tricia

Department: Noncredit ESL

Semester requested: Fall 2025

Abstract: The proposed sabbatical leave focuses on enhancing English language instruction and promoting instructor connection of course objectives to a workplace context within the class lessons. First, I will research, evaluate, and curate supplemental media resources that link English language lessons to workplace related content, identifying gaps and creating new content where necessary. This will ensure that instructors have access to relevant, real-world materials to integrate into their teaching. Second, I will take four or five courses to be trained in how to create effective online resources such as apps, websites, and videos as outlined below. Finally, I will develop strategies for incorporating both the resources curated and online creation skills gained into student learning objectives and course competencies, aligning them with practical workplace skills. Thank you for this opportunity.

7. **Name:** JOHNSON, Christina

Department: Chemistry

Semester requested: Fall 2025

Abstract: I propose to use my sabbatical to research best practices of online STEM courses, focusing on chemistry courses and in particular Introduction to Chemistry courses (Chem. 140). I will first research best practices by looking at four main areas: lecture attributes, student engagement strategies, online labs, and testing practices. After researching these best practices, I hope to develop a Canvas course reflecting these best practices in an updated online Introduction to Chemistry (Chem. 140) course here at MiraCosta College. There is significant student demand and growth opportunity for online courses and these courses can help get more students into STEM. As a Hispanic Serving Institution, online courses have the potential to offer students a low cost, accessible alternative.

8. **Name:** LAMBERT, Luke

Department: Letters, Pre-Transfer

Semester requested: Fall 2025

Abstract: The purpose of my proposed sabbatical leave includes researching study abroad programs and virtual international exchange programs (VIE's) through self-directed studies, engaging in pre-recorded and live webinars and workshops about study abroad programs and VIE's, and designing virtual exchange curriculum for my English composition and reading courses. The first two parts of my proposal will provide me opportunities to better understand a variety of study abroad and VIE programs while maintaining currency in this dynamic field. The third part of my proposal will allow me to take what I have learned from the research and create opportunities for students to participate in virtual exchanges in my online and on-site English and reading courses.

9. **Name:** MA, Richard

Department: Library

Semester requested: Spring 2026

Abstract: Instructional videos are a vital component of learning, providing flexible and engaging ways to convey information. They offer visual and auditory learning opportunities, catering to diverse learning styles and reinforcing complex concepts. Additionally, videos can be accessed on-demand, allowing students to learn at their own pace and revisit material as needed. This sabbatical will focus on researching and evaluating video editing tools and software, conducting a literature review on the efficacy of using videos in learning, and analyzing videos to identify best practices for creating content that enhances students' understanding of information literacy. Additionally, this sabbatical will be dedicated to creating a series of information literacy videos that students can access at their convenience. These videos will be made available for the library department to integrate into

existing platforms such as our website, LibGuides (course guides), and LibChat (chat service). The videos will also be shared with faculty and reside under a Creative Commons license for anyone to access freely.

10. Name: MUNSHOWER, Donny

Department: Counseling

Semester requested: Spring 2026

Abstract: The purpose of this sabbatical leave is to create a comprehensive Canvas class shell tailored to the needs of Veteran and Military-Affiliated (VMA) students, providing resources, support, and guidance similar to the Transfer Center's Canvas shell. This project will involve self-directed study through relevant professional development courses that will enhance both my ability to develop this specific VMA shell and my broader teaching practice in the counseling courses I lead.

11. Name: NGO, Annie

Department: Business

Semester requested: Spring 2026

Abstract: The primary purpose of my proposed sabbatical leave is to expand my currency as a discipline expert in business intelligence and artificial intelligence and its relationship with data analytics and then translate this expertise into new and improved educational resources that integrate advanced technologies for my students. The first part of my proposed leave will be to take two courses through UCSD Extended Studies: "Overview of BI and Data Analysis" and "Dashboards and Data Visualization." This will be a great opportunity to maintain and expand my currency as a discipline expert in business intelligence with new technologies. For the second part of my sabbatical, I will develop educational resources on Tableau and AI based on the learning from my coursework. I will then integrate these newly created educational resources with open educational resources to allow students free access to such materials.

12. Name: ONGYOD, Anthony

Department: Communications Studies

Semester requested: Spring 2026

Abstract: My purpose for this sabbatical is to compile and create Open Education Resources for COMM120: Principles of Human Communication to remove the cost for course materials. There are no quality OER textbooks for this course. The current available textbooks for purchase are not written for the community college audience and/or are not highly relatable for the 18–25-year-old population. By compiling and creating OER for this course, students will be provided free, more relevant materials for learning, skill building, and applying effective communication behaviors taught in this foundational course.

13. Name: PETRI, Andrea

Department: International Languages

Semester requested: Fall 2025

Abstract: The purpose of the sabbatical leave presented in this application is to develop my professional knowledge in the area of contemporary continental philosophy that can guide me in different professional areas such as curriculum, pedagogy, diversity and inclusion, collegial governance, etc. In order to do so, I intend to enroll in a Master in Continental Philosophy at the Staffordshire University in the United Kingdom starting in Spring 2025. In Fall 2025, during the sabbatical leave, I would be enrolled full time taking two courses (Posthumanism and Technology, and Transcendence and the Body) for a total of 60 credits equivalent to 600 hours. I would conclude the MA in Spring-Summer 2026. Taking these courses will give me a strong foundation in analyzing several current topics in Academia such as Artificial Intelligence and the essence of technology, the relation and the inter-relation of humans and technology, the value and the importance of Humanism in current curriculum in Higher Education, the meaning of the adoption of inclusive language, and will allow me to further develop my knowledge of the foundations of cognitive linguistics.

14. Name: ROBERTSON, Eric

Department: Communication Studies

Semester requested: Fall 2025

Abstract: The Public Speaking course has always been important to general education. Public speaking is the most frequently taught class in the Department of Communication Studies, and it provides the foundation for one of the most in-demand and valuable outcomes gained from higher education: communication skills. With the implementation of Cal-GETC, this class will now be required not only for students transferring to CSU, as it was before, but also for those planning to attend a UC. With the addition of even more students taking Public Speaking, the focus of my sabbatical will be the revising and updating of this course.

During the time of my sabbatical leave I plan to:

- Explore textbooks, articles, and other materials that will directly apply to these Cal-GETC required changes as well as current topics in the field.
- Design and create content for a revised version of the Public Speaking class to be offered by the Department of Communication Studies.

15. Name: SLEEPER, Christopher

Department: History

Semester requested: Spring 2026

Abstract: The purpose of my sabbatical is to enhance history education through three key initiatives: conducting scholarly research and travel to Central and Eastern Europe to deepen my expertise on the Interwar era, World War II, and the Cold War; developing new in-person and online instructional materials and modules for History 100; and creating zero-cost resources for four history courses. The first part of my proposed leave expands my knowledge of the military campaigns, personal histories, and the Holocaust of World War Two. This work and traveling to Germany, Austria, Czechia, and Poland is critical to maintaining currency as a discipline expert. The information gained from this work can be applied towards my teaching of History 101, 104, 111, and 113 courses. The second part of my sabbatical leave focuses on developing instructional materials for teaching History 100 (World History to 1500) in face-to-face and online formats. I last taught this class in 2009 and I have never taught it online. The final part of my sabbatical leave consists of curating open access materials from websites, digital archives, e-files, and the MiraCosta library to enrich my History 100, 101, 110, and 111 courses. This project supports student success and equity in the History department and supports a larger college-wide initiative.

16. Name: ZEPEDA, Magdalena

Department: Counseling

Semester requested: Fall 2025

Abstract: The purpose of the proposed sabbatical leave is to research and identify the way counselors can strengthen various forms of capital for first generation college students using Tara Yosso's six-part Cultural Wealth Model that includes wealth such as aspirational, linguistic, familial, social, navigational, and resistance. Through research and experiential learning, an assessment will be created for students to understand how they can navigate college from a strengths-based perspective.

ALTERNATE:

1. Name: WALKER, Catherine

Department: Computer Science

Semester requested: Spring 2026

Abstract: I am applying for a sabbatical leave to immerse myself in the study of artificial intelligence (AI), machine learning (ML), and other emerging technologies. These fields are rapidly evolving and have profound implications for both academia and industry. During this time, I will engage in rigorous coursework, workshops, and independent research to deepen my knowledge and practical skills in AI and ML. This sabbatical will directly influence my teaching by allowing me to integrate cutting-edge technologies and methodologies into the curriculum. My goal is to equip students with the knowledge and skills needed to thrive in an increasingly AI-driven world, thereby strengthening the institution's academic offerings and preparing our graduates for the future.

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board of trustees as a legislative body pursuant to the terms of the San Diego County School Risk Management Fringe Benefits agreement.

2. Adopt Resolution # 11-24/25 designating Hayley D. Schwartzkopf or Tim Flood to act as authorized agents to perform all items pertaining to the interest of the board of trustees as a legislative body pursuant to the terms of the San Diego County School Risk Management Joint Powers Authority agreement.

RESOLUTION # 10-24/25

**RESOLUTION TO DESIGNATE AUTHORIZED REPRESENTATIVE
TO THE**

**SAN DIEGO COUNTY SCHOOLS FRINGE BENEFITS CONSORTIUM
FOR FRINGE BENEFITS PROGRAMS**

On motion of Member (Enter Member Name), seconded by Member (Enter Member Name), the following resolution is adopted:

WHEREAS, school districts in the State of California have determined there is a continuing need for insured and self-insurance plans for fringe benefits and desire to combine their respective efforts to establish and maintain Fringe Benefit Programs as authorized by law; and

WHEREAS, Title I, Division 7, Chapter 5, Article I (Sections 6500 et seq.) of the Government Code of the State of California authorizes joint exercise of two or more public agencies of any power common to them; and

WHEREAS, Sections 35214, 17566, 17567, 81602, and 81603 of the Education Code authorize a school district to establish a plan for health, vision, mental wellness, physical wellness, dental, IRC Section 125, life, long term care, prepaid legal, long term disability, deferred compensation, voluntary benefits, or any other fringe benefits plan as authorized by law;

WHEREAS, the MiraCosta Community College District is a member of and has executed an Articles of Agreement to the San Diego County Schools Fringe Benefits Consortium requires that the Board of member districts designate and appoint an FBC representative.

NOW THEREFORE BE IT RESOLVED that Hayley D. Schwartzkopf, Assistant Superintendent/Vice President is designated as the authorized representative(s) of the Board of Trustees of MiraCosta Community College District, Jenn Acfalle, Director of Human Resources or Erica Balakian, Human Resources Operations Supervisor as alternate representative(s), and are hereby authorized and directed to perform all items pertaining to the interest of the Board of Trustees as a legislative body pursuant to the terms of the San Diego County Schools Risk Management Fringe Benefits agreement.

PASSED AND ADOPTED by the Governing Board of the MiraCosta Community College District at Oceanside, California, on the 20th Day of February, 2025, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____ ABSTENTIONS: _____

STATE OF CALIFORNIA)

) SS.

COUNTY OF SAN DIEGO)

I, Sunita V. Cooke, Secretary of the Governing Board of the MiraCosta Community College District of 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.

Secretary

**MIRACOSTA COMMUNITY COLLEGE DISTRICT
RESOLUTION # 11-24/25**

**DESIGNATE AUTHORIZED REPRESENTATIVE TO
SAN DIEGO COUNTY SCHOOLS RISK MANAGEMENT JOINT POWERS AUTHORITY FOR WORKERS'
COMPENSATION, PROPERTY & LIABILITY OR ANY OTHER RISK OR PLAN AUTHORIZED BY LAW**

On motion of Member _____, seconded by Member _____, the following resolution is adopted:

WHEREAS, school districts in the State of California have determined there is a continuing need for insured and self-insurance plans for workers' compensation, property and liability, miscellaneous property or any other risk or plan authorized by law; and

WHEREAS, Title I, Division 7, Chapter 5, Article I (Sections 6500 et seq.) of the Government Code of the State of California authorizes joint exercise of two or more public agencies of any power common to them; and

WHEREAS, Sections 35214, 17566, 17567, 81602, and 81603 of the Education Code authorize a school district to establish insured and self-insurance plans for workers' compensation, property and liability, miscellaneous property or any other risk or plan authorized by law;

WHEREAS, the MiraCosta Community College District is a member of and has executed an Articles of Agreement to the San Diego County Schools Risk Management Joint Powers Authority (JPA) and the JPA Agreement requires that the Board of member districts designate and appoint a JPA representative.

NOW THEREFORE BE IT RESOLVED that Assistant Superintendent/Vice President of Human Resources Hayley D. Schwartzkopf is designated as the authorized representative of the Board of Trustees of the MiraCosta Community College District or Assistant Superintendent/Vice President of Administrative Services Tim Flood as alternate representative, and is hereby authorized and directed to perform all items pertaining to the interest of the Board of Trustees as a legislative body pursuant to the terms of the San Diego County Schools Risk Management Joint Powers Authority Agreement.

PASSED AND ADOPTED by the Board of Trustees of the MiraCosta Community College District at One Barnard Drive, Oceanside California, on the 20th day of February 2025 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 MiraCosta Community College District of 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 regular meeting hereof at the time and place of vote 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

Subject: Approve Travel to Mexico City, Mexico March 28 - April 1, 2025, for Music Technology Associate Faculty, Steve Barsotti	Attachment: None
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended: _____ Kristina Denée Pescarmona Assistant Superintendent/Vice President, Instructional Services	Approved for Consideration: _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

In compliance with Board Policy 7400, Employee Travel, MiraCosta College associate faculty member, Steve Barsotti is requesting approval to travel to Mexico City, Mexico where he will be attending the Pan-American Audio Educators Conference, which brings together audio technology educators and developers from across the Western Hemisphere to discuss advancements in audio education. Professor Barsotti is teaching courses in Recording Arts and Digital Audio Production and is the chair of the San Diego chapter of the national Audio-Engineering Society. The travel will take place from Friday, March 28 to Tuesday, April 1, 2025.

STATUS

The Pan-American Audio Educators Conference is focused on curriculum and teaching. This year's conference will cover topics such as artificial intelligence and machine learning in education; immersive audio integration; developer-educator partnerships; cultural strategies for student engagement; and preparing students for careers in live sound, live streaming, and audio restoration. Attendance will update and augment Professor Barsotti's currency of knowledge in the field and will inform his contributions to the MiraCosta College music technology program.

RECOMMENDATION

Approve Steve Barsotti to travel out of the country to Mexico City, Mexico from March 28 to April 1, 2025, to participate in *The Pan-American Audio Educators Conference*. Cost not to exceed \$900, which will be covered by the faculty member's professional development funds.

Subject: Curriculum Approval for 2025-2026 Catalog, Part II	Attachment: 2025-26 Approved Courses & Programs for Board Part II
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended: <hr style="width: 100%;"/> Kristina Denée Pescarmona Assistant Superintendent/Vice President, Instructional Services	Approved for Consideration: <hr style="width: 100%;"/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

In accordance with Board Policy 4020, the MiraCosta Community College District Board of Trustees assigns primary responsibility for developing and recommending the adoption or discontinuance of courses or programs to the faculty, and this effort is coordinated by the Instructional Services Division. Title 5 regulations stipulate the Academic Senate is responsible for academic and professional matters, which include curriculum and educational program development. The Courses and Programs Committee (CPC), consisting primarily of faculty, exists for the purpose of making recommendations pertaining to the programs and courses offered by the college.

The CPC convened three (3) curriculum approval meetings on November 14, 2024, December 5, 2024, and January 23, 2025. Curriculum proposals follow a rigorous review process before each CPC meeting.

This review process has eight stages:

- 1) The faculty author initiates a proposal to modify, add, or delete a course or program. Once the proposal is complete, the faculty author forwards it to the next stage (Senior Curriculum and Accreditation Specialist).
- 2) The senior curriculum and accreditation specialist reviews the proposal and works closely with the faculty author to assist in writing high quality course outlines; they then forward the proposal to the articulation officer.
- 3) The articulation officer reviews for potential CSU/UC transfer; the articulation officer then forwards the proposal to the department chair.
- 4) The department chair reviews the proposal for discipline- and department-specific impact, encroachment, accuracy, and completeness; the department chair then forwards the proposal to the instructional dean.

- 5) The dean reviews the curriculum for interdepartmental and college-wide impact, encroachment, and, when appropriate, local workforce need. Deans also check for accuracy, completeness, and impact on divisional load; the instructional dean then forwards the proposal to the Technical Review Committee (Tech Review).
- 6) Tech Review evaluates the curriculum for:
 - consistency and compliance with local and state curriculum writing and content standards
 - state standards pertaining to prerequisites, corequisites, and advisories
 - state and local standards and guidelines pertaining to repeatability and courses related in content
 - state standards pertaining to hours and units
 - local mandates on class size maxima.

Tech Review then forwards the proposal to CPC.

- 7) CPC, by means of careful study and open discussion, assures the college's curriculum has consistent quality, rigor, and compliance with state regulations and standards as well as with district policies and procedures; once approved the CPC forwards a complete list of courses and programs to the Academic Senate as a consent item.
- 8) Finally, the Academic Senate reviews and approves the curriculum packet.

The CPC submits curriculum to the board for approval in both the fall and spring semesters. Once approved by the board, the curriculum is submitted to the Chancellor's Office for review and approval. By submitting the curriculum on a frequent basis, the curriculum review workload is spread out to allow faculty and staff ample time to review the curriculum.

STATUS

Credit course approvals include no new courses, seventy-seven (77) modifications of existing courses, and twenty-nine (29) course deletions. Thirteen (13) certificates of achievement (COA), three (3) certificates of proficiency (COP), sixteen (16) AA degrees, five (5) AS degrees, and two (2) AA-T degrees were modified. No programs were deleted. There was no new local general education (GE), 100 percent online (O), or hybrid only (H) approvals.

Noncredit course approvals include no new courses, ten (10) modified courses, and six (6) course deletions. There are no new noncredit programs, only one noncredit program was modified, and one (1) noncredit program was deleted.

RECOMMENDATION

Approve the attached listing of curriculum approvals for inclusion in the 2025-2026 Catalog.

I. Credit Course Level						
B. Modified Courses						
Department	Subject	Course #	Additional Approvals	Course Title	Units	Date Approved
SSCI	ANTH	102	O/GE	Cultural Anthropology	3	11/14/2024
SSCI	ANTH	103	O/GE	Introduction to Archaeology	3	11/14/2024
ART	ART	159	O/GE	Pre-Columbian Art	3	11/14/2024
ART	ART	259	O/GE	History of Renaissance to Modern Art	3	11/14/2024
ETHN	BLST	100	O/GE	Introduction to Black Studies	3	11/14/2024
BTEC	BTEC	300	O	Supply Chain and Enterprise Resource Planning in Biomanufacturing	3	11/14/2024
BTEC	BTEC	330	O	Advanced Topics in Quality Assurance and Regulatory Affairs	4	11/14/2024
CS	CS	138	O	Programming with Python	3	11/14/2024
CSIT	CSIT	123	O/GE	Introduction to Data Analytics	3	11/14/2024
CSIT	CSIT	155	O	Social Media for Business	3	11/14/2024
CSIT	CSIT	186	O	Cybersecurity: Analyst	3	11/14/2024
CSIT	CSIT	188	O	Cybersecurity: Ethical Hacker	3	11/14/2024
DESN	DESN	107	O/GE	History of Western Architecture - A Sustainable Perspective	3	11/14/2024
DESN	DESN	108	O/GE	World Architecture	3	11/14/2024
DESN	DESN	201	O	Advanced AutoCAD Computer-Aided Design and Drafting	3	11/14/2024
DESN	DESN	204	O	Modeling, Prototyping, and Manufacturing	3	11/14/2024
DESN	DESN	207	O	Revit Building Information Modeling	3	11/14/2024
DNCE	DNCE	101	O/GE	Dance History	3	11/14/2024
DNCE	DNCE	105	O/GE	Dance Cultures of the World	3	11/14/2024
DNCE	DNCE	121	O	Hip Hop I	1	11/14/2024
DNCE	DNCE	122	O	Hip Hop II	1	11/14/2024
DNCE	DNCE	130	O	Middle Eastern Dance (Belly Dance) I	1	11/14/2024
DNCE	DNCE	131	O	Middle Eastern Dance (Belly Dance) II	1	11/14/2024
DNCE	DNCE	134	O	Pacific Island Dance I	1.5	11/14/2024
DNCE	DNCE	135	O	Pacific Island Dance II	1.5	11/14/2024
DNCE	DNCE	221	O	Hip Hop III	1	11/14/2024
DNCE	DNCE	222	O	Hip Hop IV	1	11/14/2024
DNCE	DNCE	230	O	Middle Eastern Dance (Belly Dance) III	1	11/14/2024
DNCE	DNCE	231	O	Middle Eastern Dance (Belly Dance) IV	1	11/14/2024
DNCE	DNCE	234	O	Pacific Island Dance III	1.5	11/14/2024
DNCE	DNCE	235	O	Pacific Island Dance IV	1.5	11/14/2024
THEATR	DRAM	227	O	Dramatic Improvisation	1	11/14/2024
PSYC	GERO	250	O/GE	Intergenerational Issues	3	11/14/2024
LIBR	LIBR	201	O	Media & Information Literacy	3	11/14/2024
LIBR	LIBR	201H	O	Media & Information Literacy (Honors)	3	11/14/2024
ETHN	NAIS	100	O/GE	Introduction to Native American and Indigenous Studies	3	11/14/2024
ETHN	PACS	100	O/GE	Introduction to Pacific Islander and Oceania Studies	3	11/14/2024
CS	CS	101	O/GE	Introduction to Computer Science Principles	3	11/14/2024
CSIT	CSIT	165	O/GE	Living in an Online World	3	11/14/2024
ADM	ADM	210	O	Criminal Procedures	3	12/5/2024
PHSC	ASTR	101	O/GE	Descriptive Astronomy	3	12/5/2024
BUS	BUS	132	O	Marketing	3	12/5/2024
BUS	BUS	136	O	Human Relations in Business	3	12/5/2024
BUS	BUS	138	O	Business Promotion	3	12/5/2024
BUS	BUS	141	O	Logistics and Transportation Management	3	12/5/2024
BUS	BUS	143	O	Warehousing and Inventory Management	3	12/5/2024
BUS	BUS	144	O	Budgeting Basics	1	12/5/2024
BUS	BUS	152	O	Business Idea Generation and Feasibility Analysis	2	12/5/2024
BUS	BUS	153	O	Business Startup Fundamentals	1	12/5/2024
BUS	BUS	154	O	Funding the Entrepreneurial Venture	1	12/5/2024
BUS	BUS	155	O	Business Plan Development	2	12/5/2024
BUS	BUS	205	O	Manufacturing and Operations Management	3	12/5/2024
CHLD	CHLD	230	O	Family Engagement in Early Childhood Programs	3	12/5/2024
CRLP	CRLP	101	O	Introduction to Career Planning	1	12/5/2024

I. Credit Course Level						
B. Modified Courses						
Department	Subject	Course #	Additional Approvals	Course Title	Units	Date Approved
PHSC	EART	106	O/GE	Earth and Space Science	3	12/5/2024
LTRST	LIT	250	O/GE	American Literature: First Contact Through the Civil War	3	12/5/2024
LTRST	LIT	251	O/GE	American Literature: Mid-1800s to the Present	3	12/5/2024
LTRST	LIT	271	O/GE	World Literature Since 1600	3	12/5/2024
MUS	MUS	110	O/GE	Theory/Musicianship I	3	12/5/2024
MUS	MUS	111	O	Music Theory II	3	12/5/2024
MUS	MUS	111L	O	Musicianship II	1	12/5/2024
MUS	MUS	166A	O	Vocal Jazz Ensemble I	1.5	12/5/2024
MUS	MUS	210	O	Music Theory III	3	12/5/2024
MUS	MUS	210L	O	Musicianship III	1	12/5/2024
MUS	MUS	211	O	Music Theory IV	3	12/5/2024
MUS	MUS	211L	O	Musicianship IV	1	12/5/2024
NAAH	NURS	151	O	Body Systems Survey for Health Professions	3	12/5/2024
NAAH	NURS	153	O/GE	Pathophysiology for Health Professions	3	12/5/2024
NAAH	NURS	160	O	Certified Nursing Assistant	6.5	12/5/2024
NAAH	NURS	280	O	Transition from LVN to RN	2.5	12/5/2024
NAAH	NURS	288	O	Nurse Externship	1-4	12/5/2024
PHREL	PHIL	100	O/GE	Critical Thinking and Argumentative Writing	3	12/5/2024
PHREL	RELG	105	O/GE	Eastern Religions	3	12/5/2024
SOC	SOC	102	O/GE	Contemporary Social Problems	3	12/5/2024
SOC	SOC	105	O/GE	Introduction to Justice Studies	3	12/5/2024
HORT	HORT	162	O	Organic Crop Production	3	1/23/2025
PHREL	PHIL	102	O/GE	Ethical Problems	3	1/23/2025
Total Credit Course Modifications: 77						

I. Credit Course Level					
C. Deleted Courses					
Department	Subject	Course #	Course Title	Units	Date Approved
SSCI	ANTH	101LH	Biological Anthropology Lab (Honors)	1	11/14/2024
SSCI	ANTH	102H	Cultural Anthropology (Honors)	3	11/14/2024
SSCI	ANTH	105H	Evolution of Human Behavior (Honors)	3	11/14/2024
BIO	BIO	204H	Foundations of Biology: Biochemistry, Cell Biology, Genetics, and Molecular Biology (Honors)	4	11/14/2024
BIO	BIO	210H	Human Anatomy (Honors)	4	11/14/2024
BUS	BUS	120H	Introduction to Business (Honors)	3	11/14/2024
BUS	BUS	140H	Legal Environment of Business (Honors)	3	11/14/2024
BUS	BUS	204H	Business Statistics (Honors)	3	11/14/2024
BUS	BUS	290H	Business Communication (Honors)	3	11/14/2024
DNCE	DNCE	100H	Dance Appreciation (Honors)	3	11/14/2024
DNCE	DNCE	101H	Dance History (Honors)	3	11/14/2024
DNCE	DNCE	104H	Dance on Film (Honors)	3	11/14/2024
DNCE	DNCE	105H	Dance Cultures of the World (Honors)	3	11/14/2024
BIO	BIO	290	Human Dissection Laboratory	1	12/5/2024
COMM	COMM	150	Communication, Culture, and Leadership	3	12/5/2024
COMM	COMM	190	Introduction to Persuasion	3	12/5/2024
DNCE	DNCE	132	Afro-Cuban Dance I	1	12/5/2024
DNCE	DNCE	133	Afro-Cuban Dance II	1	12/5/2024
PHSC	EART	106H	Earth and Space Science (Honors)	3	12/5/2024
PHSC	GEOL	101H	Physical Geology (Honors)	3	12/5/2024
MUS	MUS	119H	Jazz History (Honors)	3	12/5/2024
MUS	MUS	161A	Concert Chorale I	1	12/5/2024
MUS	MUS	161B	Concert Chorale II	1	12/5/2024
MUS	MUS	261A	Concert Chorale III	1	12/5/2024
MUS	MUS	261B	Concert Chorale IV	1	12/5/2024
PHSC	PHSN	108	Introduction to Climate Change	3	12/5/2024
PHSC	PHSN	108H	Introduction to Climate Change (Honors)	3	12/5/2024
HORT	HORT	163	Organic Crop Production: Specialty Crops	2	1/23/2025
HORT	HORT	164	Organic Crop Production: Cool Season	2	1/23/2025
Total Credit Course Deletions: 29					

II. Certificate and Degree Level						
B. Modified Degrees and Certificates						
Department	Subject	Certificate Type	Degree Type	Certificate/Degree Title	Required Units	Date Approved
CSIT	CSIT	COP		Administrative Assistant	15	11/14/2024
CSIT	CSIT	COA	AS	Computer Applications	25	11/14/2024
CSIT	CSIT	COP		Computer Applications Essentials	9	11/14/2024
CSIT	CSIT	COA	AS	Executive Administrative Professional	25	11/14/2024
LIBARTS	LIBARTS		AA	Liberal Arts: Elementary Subject Matter Education	64-65	11/14/2024
CSIT	CSIT	COP		Microsoft Office Expert	12	11/14/2024
CS	CS	COA	AA	Software Development	24-25	11/14/2024
ART	ART		AA-T	Studio Arts for Transfer	24	11/14/2024
DNCE	DNCE		AA	Dance	24	12/5/2024
DNCE	DNCE	COA		Dance Instructor	20.5	12/5/2024
ILNG		COA		Global Studies	18-19	12/5/2024
PSYC	PSYC		AA	Human Development	20	12/5/2024
MUS	MUS		AA	Music	27	12/5/2024
BUS	BUS	COA	AA	Supply Chain Management (SCM)	21	12/5/2024
COMM	COMM		AA-T	Communication Studies 2.0	18	12/5/2024
HORT	HORT	COA	AA	Nursery/Horticulture Crop Production	22	1/23/2025
HORT	HORT	COA	AS	Pest Control Advisor	41	1/23/2025
HORT	HORT	COA	AS	Sustainable Agriculture	25	1/23/2025
HORT	HORT	COA	AA	Sustainable Landscape and Turf Management	28	1/23/2025
HORT	HORT	COA	AS	Viticulture and Enology	25	1/23/2025
PHSN	PHSN	COA		Sustainability Studies	13	1/23/2025
MUS	MTEC	COA	AA	Music Technology	29-31	1/23/2025
LIBARTS	LIBARTS		AA	Liberal Arts: Applied Health, Nutrition, and Kinesiology	18	1/23/2025
LIBARTS	LIBARTS		AA	Liberal Arts: Arts and Humanities	18	1/23/2025
LIBARTS	LIBARTS		AA	Liberal Arts: Business and Technology	18	1/23/2025
LIBARTS	LIBARTS		AA	Liberal Arts: Creative and Applied Arts	18	1/23/2025
LIBARTS	LIBARTS		AA	Liberal Arts: Mathematics and Sciences	18	1/23/2025
LIBARTS	LIBARTS		AA	Liberal Arts: Multicultural Studies	18	1/23/2025
LIBARTS	LIBARTS		AA	Liberal Arts: Social and Behavioral Sciences	18	1/23/2025
Total Modified Degrees and Certificates: 39						

I. Noncredit Course Level					
A. New Courses					
Department	Subject	Course #	Additional Approvals	Course Title	Date Approved
				None.	
Total Noncredit Course Additions: 0					
I. Noncredit Course Level					
B. Modified Courses					
Department	Subject	Course #	Additional Approvals	Course Title	Date Approved
AHS	HSIFA	13	O	Beginning Film and Digital Media Production	12/5/2024
AHS	HSWFP	11	O	Applied Computer Skills	12/5/2024
NCSTV	NCHORT	5	O	Garden Planting and Maintenance	12/5/2024
NCSTV	NCVOC	31	O	Beginning Microsoft Word	12/5/2024
NCSTV	NCVOC	32	O	Intermediate Microsoft Word	12/5/2024
NCSTV	NCVOC	37	O	Microsoft PowerPoint	12/5/2024
NCSTV	NCVOC	38	O	Computer Basics/Keyboarding	12/5/2024
NCSTV	NCVOC	39	O	Beginning Microsoft Excel	12/5/2024
NCSTV	NCVOC	40	O	Intermediate Microsoft Excel	12/5/2024
NCGEN	NCWFP	11	O	Applied Computer Skills	12/5/2024
Total Noncredit Course Modifications: 10					

NCSTV	NCBOT	25		Basic Office Skills	12/5/2024
NCGEN	NCHAS	82		Tai Chi Chuan for Seniors, Intermediate	12/5/2024
NCSTV	NCHORT	10		Introduction to Sustainable Horticulture	12/5/2024
NCGEN	NCMUS	10		Music Appreciation for Seniors	12/5/2024
NCSTV	NCVOC	35		Internet	12/5/2024
NCGEN	NCWRT	13		Beginning Film and Digital Media Production	12/5/2024
Total Noncredit Course Deletions: 6					

2025-2026 Curriculum Approvals
Effective: August 2025
Part II

III. Noncredit Program Level

A. New Program

Department	Program	Date Approved
	None.	

Total New Noncredit Programs: 0

III. Noncredit Program Level

B. Modified Program

Department	Program Type	Program	Date Approved
AHS	COC	Basic Education for Academic or Workforce Preparation	12/5/2024

Total Modified Noncredit Programs: 1

III. Noncredit Program Level

C. Deleted Program

Department	Program Type	Program	Date Approved
NCGEN	COC	Horticulture Basics	12/5/2024

Total Deleted Noncredit Programs: 1

Subject: Award Contract for DSA Inspector of Record Services for Solar Installation at the Oceanside Campus Project No. 04245	Attachment: None
Category: Consent Item	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended: <hr style="width: 30%; margin: 0 auto;"/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration: <hr style="width: 30%; margin: 0 auto;"/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The district previously established a pool of DSA Project Inspectors pursuant to a Request for Qualifications and Proposals for District projects. The pool participants consist of multiple firms and individuals, each of which have a Master Services Agreement with the district to provide DSA Project Inspector Services.

On January 9, 2025, the district's PMO (Kitchell) issued a Request for Quotes for DSA Inspector of Record Services for Project No. 04245, Solar Installation at Oceanside Campus.

The project consists of Solar Installation at the Oceanside Campus Lots 5A and 4C, as well as related site work improvements.

STATUS

Quotes were received on January 16, 2025. The quotes were evaluated by the Program Management Office (Kitchell CEM, Inc) on a best value basis.

The successful quote was Vital Inspection Services, Inc. (VIS) with a base quote of \$190,032. The amount is based on an estimated construction schedule of 1,712 hours, with a start date of February 17, 2025; the rate is \$111 dollars per hour, for a DSA Project Inspector (Class 1).

Upon approval of this item, a Project Assignment Amendment (PAA – aka Task Order) will be issued to Vital Inspection Services, Inc, (VIS) under the existing Master Services Agreement that the firm has with the district.

RECOMMENDATION

Award contract for DSA Inspector of Record Services for Project No. 04245 - Solar Installation Project, Oceanside Campus Lots 5A and 4C to Vital Inspection Services, Inc.

Subject: Notice of Completion - Bid# C04-24 OC8000 CDC Access Control and Security Project	Attachment: None
Category: Consent item	Type of Board Consideration: <div style="text-align: center;"> </div> Information Consent Action
Institutional Goals: mcc.mission.statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="text-align: center;"> </div> Goal 1 Goal 2 Goal 3 Goal 4
Recommended: <hr style="width: 30%; margin: 0 auto;"/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration: <hr style="width: 30%; margin: 0 auto;"/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

On January 29, 2025, Convergent Technologies substantially completed all work associated with Bid# C04-24 OC8000 CDC Access Control and Security Project. The original construction contract amount for Convergent Technology was \$393,281.23 and the total change order amount for this project was \$26,841.77. This project had a final construction cost of \$420,123.00.

STATUS

The project is currently 100 percent complete.

RECOMMENDATION

Approve and execute Notice of Completion for Contract Bid# C04-24 OC8000 CDC Access Control and Security Project.

Subject: Approve Transfer of Measure MM Bond Funds and Increase of Oceanside Media Arts Project Budget	Attachment: None
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended: <hr style="width: 100%;"/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration: <hr style="width: 100%;"/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The MiraCosta Community College District's ("District") Board of Trustees' ("Board") approved project budget for the Oceanside Media Arts project ("Project") is \$25,859,672.56.

The Board previously approved the award of a Design-Build Contract ("Contract") for Collaboration Phase Services and Design Through Agency Approval and Final Guaranteed Maximum Price Phase Services for the Project to Balfour Beatty Construction, LLC + HMC Architects ("DBE"). Subsequently, the Board ratified the Guaranteed Maximum Price for the DBE's Construction Phase Services for the Project, which, along with the previously Board approved contract award amount for Collaboration Phase Services and Design Through Agency Approval and Final Guaranteed Maximum Price Phase Services, was within the Board approved budget for the project.

STATUS

The Project is close to completion and the current contract value is within the Board approved project budget.

Before the Project is complete, district staff wants the DBE to expand its asphalt rework of a portion of Parking Lot 1C currently required by the contract to include all of Parking Lot 1C ("Additional Asphalt Rework").

The District's Program Management Office estimates the value of this additional asphalt rework to not exceed \$150,000, which requires an increase to the previously approved project budget of \$25,859,672.56 by \$150,000.






The Oceanside Library Renovation project's ("Library Project") Board approved budget has funds remaining, which district staff and the Program Management Office believe can be used

to fund the additional asphalt rework of project given the Library Project is completed, occupied, and Division of State Architect certified.

RECOMMENDATION

Given the foregoing, District staff and the Program Management Office recommend that the Board:

1. Approve the transfer of \$150,00 Measure MM Bond Funds from the Oceanside Library Renovation project to the Oceanside Media Arts project ("Transferred Funds");
2. Approve the resulting increased Oceanside Media Arts project budget of \$26,009.672.60; and
3. Direct District staff to return any unused transferred funds to the Measure MM Program Contingency Budget.

Subject: Approve Transfer of Measure MM Bond Funds and Increase of Oceanside Chemistry and Biotechnology Building Project Budget	Attachment: None None
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent  Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3  Goal 4  </div>
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The MiraCosta Community College District (“District”) Board of Trustees’ (“Board”) approved project budget for the Oceanside Chemistry and Biotechnology Building project (“Project”) is \$46,921,154.27.

The Board previously approved the award of a Design-Build Contract (“Contract”) for Collaboration Phase Services and Design Through Agency Approval and Final Guaranteed Maximum Price Phase Services for the Project to CW Driver + HED (“DBE”). Subsequently, the Board ratified the Guaranteed Maximum Price for the DBE’s Construction Phase Services for the Project, which, along with the previously Board approved Contract award amount for Collaboration Phase Services and Design Through Agency Approval and Final Guaranteed Maximum Price Phase Services, was within the Board approved budget for the Project.

STATUS

The Project is close to completion and the current Contract value is within the Board approved Project budget.

Before the project is complete, District staff wants the DBE to perform additional work to ensure the Project coordinates with and ties into existing Oceanside campus buildings and systems and meets updated District standards. The additional work includes utility infrastructure, additional asphalt work, updating Project restroom hand driers, adding CO2 sensors tied to the Project’s building management system, revisions to the Project’s irrigation and controller systems, as well as tree demolition on the Project site due to safety concerns (hereinafter collectively referred to “Additional Work”).




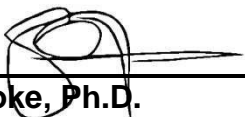
The District's Program Management Office estimates the value of the Additional Work to not exceed \$350,000, which requires an increase to the previously approved Project budget of \$46,921,154.27 by \$350,000.

The Oceanside Library Renovation project's ("Library Project") Board approved budget has funds remaining, which District staff and the Program Management Office believe can be used to fund the Additional Work given the Library Project is completed, occupied and Division of State Architect certified.

RECOMMENDATION

Given the foregoing, District staff and the Program Management Office recommend that the Board do the following:

1. Approve the transfer of \$350,00 Measure MM Bond Funds from the Oceanside Library Renovation project to the Oceanside Chemistry and Biotechnology Building project ("Transferred Funds");
2. Approve the resulting increased Oceanside Chemistry and Biotechnology Building project budget of \$47,271,154.30; and
3. Direct District staff to return any unused Transferred Funds to the Measure MM Program Contingency Budget.

Subject: Approve Amendment Two to Experis US, Ltd. Contract	Attachment: • Basic Services Agreement • Amendment One • Amendment Two
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent  Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 Goal 4  </div>
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

In May 2022, the governing board approved Agenda Item VIII.L for a three (3) year time and materials agreement with Experis US, Ltd. to provide consulting resources supporting Information Technology Services (ITS) in meeting the requirements of existing projects and enterprise-level systems for a total contract value not to exceed \$275,000. Subsequently, in April 2018, the board approved amendment one, extending the current agreement for an additional two (2) years and increasing the total contract value not to exceed \$587,000.

Due to the increasing volume of projects, ITS staff require additional resources to assist with mandated regulatory and compliance projects and ongoing operational projects. These projects are important for continuing operations and meeting MiraCosta's goals and objectives.

STATUS

Public Contract Code (PCC) § 10298 and 10299 authorizes local government agencies and school districts to use CMAS and other Department of General Services (DGS) agreements without competitive bidding. The district has identified the State of California Department of General Services' California Multiple Award Schedule (CMAS) cooperative agreement 3-22-10-1028 with Experis US, Ltd.

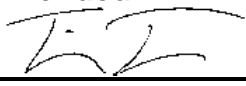
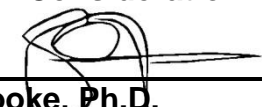
Due to the increasing number of regulatory and compliance requirements, projects, workload, and deadlines, district staff have identified the need to amend the current agreement to maintain the current hourly billable consulting rates with Experis, US, LLC. ITS requests entering into amendment two by increasing the contract amount by \$900,000, for a total contract value not to exceed \$1,487,000.

Description	Term	Amount
Basic Services Agreement	05/20/22 – 06/30/24	\$259,320.00
Amendment 1	07/01/24 – 06/30/26	\$312,000.00
Amendment 2	02/20/25 – 06/30/26	\$900,000.00
New Total Contract Value		\$1,487,000.00

Funds are budgeted within the ITS department budget and various state grants including Apprenticeship Pathways Demonstration Project, Regional SWP Project K-14 Dual Enrollment, Retention and Enrollment Outreach, and ITS Security Grants.

RECOMMENDATION

Authorize the assistant superintendent/vice president, administrative services to enter into amendment two for a new total contract value of \$1,487,000 with Experis US, Ltd. in accordance with the terms and conditions of CMAS Agreement #3-22-10-1028.

Subject: Approve Renewal of Nth Generation Computing for Arctic Wolf Security Software and Services	Attachment: Amendment 1
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 <input checked="" type="checkbox"/> Goal 2 <input checked="" type="checkbox"/> Goal 3 Goal 4
Recommended:  _____ Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

In March 2024, Information Technology Services (ITS) purchased the Arctic Wolf Security Event and Incident Management (SIEM) platform and Managed Detection and Response (MDR) services from Nth Generation Computing. This software platform and services are one of the primary IT security initiatives ensuring MiraCosta's data is properly safeguarded against malicious threat actors. The services provide continuous monitoring 24/7/365 and respond accordingly to potential security threats, notifying the ITS technical team immediately of any security threats.

STATUS

California Public Contract Code section 20652 allows public agencies to utilize bids awarded by other public agencies (also known as "piggyback"), obtaining the same price and the same terms and conditions as the awarding agency when the awarding agency follows the statutory criteria for competitive bidding and when the pricing and terms have proven to be in the best interest of the district. District staff have identified that the National Association of State Procurement Officials (NASPO) agreement with Nth Generation Computing Contract #AR2472 and California Participation Amendment #7-17-70-40-05 to purchase the solution, which provides the lowest cost and best overall value for the district.

District staff have identified the need to renew the solution for an additional one-year period from March 15, 2025 – March 14, 2026, in the amount of \$120,953.80, including taxes, for a new total contract value of \$233,984.11.

Description	Term	Amount
Initial Purchase	03/15/24 – 03/14/25	\$113,030.31
Amendment 1 – Renewal	03/15/25 – 03/14/26	\$120,953.80
New Total Contract Value		\$233,984.11

Funds are identified within the Local and Systemwide Tech and Data Security (LSTADS) grant.

RECOMMENDATION

Authorize the assistant superintendent/vice president administrative services to proceed with Nth Generation Computing for Amendment 1 renewing the solution and services for an additional one-year period in the amount of \$120,953.80 for a new total contract value not to exceed \$233,984.11.

Subject:	Attachment:
Ratify Budget Transfers/Revisions	Budget Transfers/Revisions Summary
Category:	Type of Board Consideration:
Consent Items	<div style="display: flex; justify-content: space-around;"> Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported:
	<div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended:	Approved for Consideration:
<hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	<hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Total amounts budgeted in the final budget as the proposed expenditure for each major account classification shall be the maximum expended for that classification for the fiscal year, except as specifically authorized by the Board of Trustees. Title 5 requires board approval by a majority of members of the board for transfers between major account classifications as defined by the *California Community Colleges Budget and Accounting Manual*:

1000	Academic Salaries
2000	Classified Salaries
3000	Employee Benefits
4000	Supplies (small tangible items)
5000	Contract Services (intangibles)
6000	Capital Outlay
7000	Transfer Out, Student Financial Aid, Contingencies

Title 5 also requires that two-thirds of the members of the board approve transfers from the reserve for contingencies.

STATUS

The attached information reflects the **second quarter** budget transfers and revisions, after budget adoption, between major account classifications for all funds for the quarter period ending December 31, 2024.

- The second quarter budget transfer was \$628 thousand with a net \$0 impact. Transfers between ledger accounts are performed to meet the needs of the department and district. See notables for highlights.
- The second quarter budget revision was \$2.86 million in addition to the original adopted budget. See notables for highlights.

Budget Transfer Notables:

- **Fund 12, 190231_GR Common Course Numbering Implementation:** \$105 thousand was transferred from the services line to the equipment line to cover the initial software purchase. **190236_GR FED Industrial Assessment Center:** \$100 thousand was transferred from the equipment line to the contract services line to cover upcoming cost. There was no impact on the bottom line.
- **Fund 41, 197_CC Facilities PM External:** \$135 thousand was transferred from the contingent account to the services line to cover expenses for the Bridge Project. There was no impact on the bottom line.

Budget Revision Notables:

- **Fund 11, General Fund:** \$105 thousand was transferred from the contingent line to the Basic Needs Center, \$47 thousand was transferred from the contingent line to the Athletics Dept to cover two part-time Locker Room Attendants due to reorganization, and \$70 thousand was transferred from the contingent line to the insurance account to cover for additional insurance assessment.
- **Fund 12, Grants: \$2.8 million net budget added.** \$176 thousand was added for Nursing Education for FY24/25 allocation from apportionment, \$150 thousand for EEO Innovative Best Practices, \$600 thousand for the Title V Grant for Biosciences Pathway, \$913 thousand for the Common Course Numbering Implementation, \$747 thousand for the Industrial Assessment Center DOE grant, and \$138 thousand for the Learning Aligned Employment Program (LEAP) Grant to match the final spending.
- **Fund 74, Student Financial Aid, 190188_GR California Chafee Grant Program:** \$55 thousand was added to the California Chafee Grant to match the actual revenue received.

RECOMMENDATION

Ratify the budget transfers and budget revisions, as shown on the tables below.

SUMMARY OF BUDGET TRANSFERS – ALL FUNDS**QUARTER ENDING December 31, 2024 (2Q FY2024-25)**

The schedule listed below summarizes the net impact of budget transfers between major account classifications for all funds.



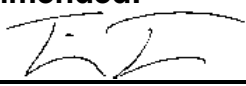

Fund	1 Aca Sal	2 CI Sal	3 Benefits	4 Supplies	5 Services	6 Equipment	7 Contingent/ Transfers/ Fin Aid	Grand Total
11_FD Unrestricted General Fund	\$200	(\$200)	(\$37,238)	\$22,783	(\$46,149)	\$62,104	(\$1,500)	\$0
12_FD Restricted General Fund	\$3,000	(\$286,056)	(\$27,878)	\$64,944	\$118,751	\$267,100	(\$139,861)	\$0
41_FD Capital Outlay Projects Fund					\$135,000		(\$135,000)	\$0
Grand Total	\$3,200	(\$286,256)	(\$65,116)	\$87,727	\$207,602	\$329,204	(\$276,361)	\$0

NET TRANSFER-IN BY ACCOUNT	\$627,733
OUT BY ACCOUNT	(\$627,733)

SUMMARY OF BUDGET REVISIONS – ALL FUNDS**QUARTER ENDING December 31, 2024 (2Q FY2024-25)**

The schedule listed below summarizes the net impact of budget revisions for all account classifications for all funds.

Fund	1 Aca Sal	2 CI Sal	3 Benefits	4 Supplies	5 Services	6 Equipment	7 Contingent/ Transfers/ Fin Aid	Grand Total
11_FD Unrestricted General Fund	\$2,000	\$30,708	\$10,997	(\$1,000)	\$149,500	(\$25,000)	(\$167,205)	\$0
12_FD Restricted General Fund	\$509,836	\$816,993	\$208,952	\$140,223	\$1,188,358	\$5,951	(\$62,277)	\$2,808,035
74_FD Student Financial Aid Fund							\$55,000	\$55,000
Grand Total	\$511,836	\$847,701	\$219,949	\$139,223	\$1,337,858	(\$19,049)	(\$174,482)	\$2,863,035

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

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 2025 = \$114,800.00), 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 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 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
December 18, 2024 - January 23, 2025**

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.

CUPCCAA POs from \$5,000 – \$200,000			
PO #	Vendor	Description	Amount
24005587	J.P. Weiman Construction, Inc.	OC 1100 Remodel (Fac)	\$59,983.00
25000294	Botsford Construction Inc	OC 4200 REMODEL PHASE 2 (Fac)	\$24,980.00
24005588	Russ Stroika	OC 4200/4300 Painting Project (Fac)	\$23,500.00
24005584	Maurice Gannon	4700-14 Sidewalk Repair (Fac)	\$23,100.00
24005583	Diversified Window Coverings INC.	Window Shades for SAN 900 & SAN 1100 (Fac)	\$21,322.00
25000137	Communication Wiring Specialists Inc	OC 4200 DATA INSTALLATION (Fac)	\$20,564.00
25000061	Russ Stroika	OC 4400 Painting Project (Fac)	\$18,000.00
24005585	Maurice Gannon	2000-Barnard Sidewalk Replacement (Fac)	\$17,500.00
25000199	J.P. Weiman Construction, Inc.	OC 1100 PAINTING & ELECTRICAL (Fac)	\$14,993.00
25000153	Eugene Fitzpatrick	OC 4100 Electrical Project (Fac)	\$14,800.00
25000041	Maurice Gannon	San Elijo Big Belly Pad Installation (Fac)	\$14,500.00
24005572	Maurice Gannon	2A-Barnard Storm Drain, Curb and Gutter Repair (Fac)	\$13,500.00
25000071	Sharpe Refrigeration	TCI Chiller Installation (Fac)	\$13,211.00
25000197	Maurice Gannon	SAN B400 Sidewalk Repair (Fac)	\$13,000.00
24005573	Maurice Gannon	1200 Cart Entrance Modification (Fac)	\$10,800.00
24005574	Eugene Fitzpatrick	ADD ELECTRICAL OUTLETS TO SAN 1100 & SAN 900 (Fac)	\$8,580.00
25000057	Russ Stroika	OC 1100 College Police Painting Project (Fac)	\$5,500.00

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.

Emergency Repair Contracts Without Bid			
PO #	Vendor	Description	Amount
	No entries this month		

Per BP/AP 6330—Purchasing and Contracts, the following transactions were procured using various award methods. This may include soliciting at least three (3) competitive written quotes, pre-existing contracts, or negotiations to maximize the district's value.

POs from \$25,000 - \$114,800			
PO #	Vendor	Description	Amount
24005598	Modern Campus	Contract Services (TCI)	\$94,966.00
25000019	USC Race and Equity Center	Contract Services (Div Off)	\$60,000.00
24005565	PageUp People Limited	Equipment Software (HR)	\$42,650.50
24005579	Institute for the Future	Contract Services (Pres)	\$35,000.00
24005586	CoBro Consulting LLC	Contract Services (Std Svcs)	\$28,500.00

Per BP/AP 6330—Purchasing and Contracts, the following transactions were procured using various award methods. This may include soliciting at least three (3) competitive informal quotes (e.g., telephone quotes), pre-existing contracts, or negotiation to provide maximum value to the district.

POs from \$10,000 - \$24,999			
PO #	Vendor	Description	Amount
24005580	Glanz Signing & Graphics Inc	Contract Services (Fac)	\$15,664.20
25000266	EBSCO Industries	eResource subscription (Lib)	\$13,286.51
25000270	Parron Hall Office Interiors	Furniture (Hort)	\$12,117.03
25000003	WRD Consulting, LLC	Board Approved	\$12,000.00
24005610	Sunbelt Rentals Inc	Contract Services (Fac)	\$11,235.34
25000070	Mn8 Creative, Inc/CollegeAPP	Advertising (Career Ed)	\$10,000.00

Per BP/AP 6330—Purchasing and Contracts, the following transactions were procured using various award methods. This may include using pre-existing contracts or negotiation to provide maximum value to the district.

POs from \$5,000 - \$9,999			
PO #	Vendor	Description	Amount
25000193	Pharos Systems International Inc	Software Renewal (ITS)	\$9,922.78
24005564	University of California San Diego	Contract Services (Wrk Dev)	\$9,900.00
24005604	Southwest Offset Printing	Printing (TCI)	\$7,986.54
25000265	Black Rocket Productions LLC	Contract Services (TCI)	\$7,700.00
25000213	Paragon, Paradigm, Paradox Inc.	Supplies (Theatre)	\$7,682.02
25000056	Waxie Punchout	Supplies (Fac)	\$6,904.94
24005571	Elite Relocation Services	Services (Fac)	\$6,886.00
24005562	Modern Campus USA, Inc.	Subscription (PIO)	\$6,500.00
25000038	CDW Government Inc	Equipment (PIO)	\$6,403.55
24005563	Hudson Printing	Bulk Mail (TCI)	\$6,320.96
25000238	Runtime Technologies, LLC	Software (ITS)	\$6,272.22
24005603	E.R.E.S. Enterprises, Inc.	Equipment (Chem)	\$5,970.52
24005592	Hudson Printing	Bulk Mail (Adult Ed)	\$5,713.75
24005602	SecureW2 Inc	Software Renewal (ITS)	\$5,382.94
25000160	Kevin Duffy-Deno	Contract Services (Wrk Dev)	\$5,100.00
25000159	Trina L Larson	Contract Services (Wrk Dev)	\$5,100.00
25000210	Jonathan L Fennell	Contract Services (Wrk Dev)	\$5,000.00
25000247	Andrew Rauch APC	Legal Services (Admin Serv)	\$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.

Change Orders			
PO #	Vendor	Description	Amount
	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.

Construction Contract Change Orders			
PO #	Vendor	Description	Amount
	No entries this month		

Total Contract Expenditures: \$772,998.80			
Ratify MCC purchase orders 24005565 through 25000313			

In accordance with BP/AP 6330—Purchasing and Contracts, and Public Contract Code Sections 20651 and 20662, the following were executed or amended as follows.

MOUs / Grants / Instructional / Miscellaneous Agreements			
Contract #	Other Party	Description	Amount
25000014	California Community Colleges Chancellor's Office	CCCCO Medical Laboratory Technology Pre-Apprenticeship Program #G1136 (Sci)	\$500,000.00
25000011	California Community Colleges Chancellor's Office	CCCCO Apprenticeship Programs with the Division of Apprenticeship Standards #G1102 (Career Ed)	\$120,000.00
24000096	American Institute for Foreign Study	AIFS Study Abroad Florence Summer 2025 (Inst)	\$0.00
25000003	Align Treatment Center	Align Treatment Center - MCC - MOU	\$0.00
25000018	USTAY	USTAY International Student Recruiting Consultant (Int'l Std)	\$0.00

In accordance with BP/AP 6330—Purchasing and Contracts, and Public Contract Code Sections 20651 and 20662, the following were executed or amended as follows.

Facilities Use Agreements			
Contract #	Licensee	Description	Amount
25000004	Palomar College	OC Beach Volleyball Courts	\$0.00

**Capital Improvement Program Contract and Purchase Order Ratification List
December 18, 2024 - January 23, 2025**

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.

CUPCCAA POs from \$5,000 – \$200,000			
PO #	Vendor	Description	Amount
	No entries this month		

Per BP/AP 6330—Purchasing and Contracts, the following transactions were procured using various award methods. This may include soliciting at least three (3) competitive written quotes, pre-existing contracts, or negotiations to maximize the district's value.

POs Greater Than \$25,000			
PO #	Vendor	Description	Amount
25000062	Division of the State Architect	04216 – Library - DSA Plan Review Final Invoice	\$38,029.35
24005594	Elite Relocation Services	04215 – Media Arts Building - Move Services	\$35,048.15

Per BP/AP 6330—Purchasing and Contracts, the following transactions were procured using various award methods. This may include soliciting at least three (3) competitive informal quotes (e.g., telephone quotes), pre-existing contracts, or negotiation to provide maximum value to the district.

POs from \$10,000 - \$24,999			
PO #	Vendor	Description	Amount
25000168	Southland Electric, Inc.	04216 – Library – WIFI System Signal & Performance Testing	\$16,478.00
24005596	Southland Technology	04202 – Chem Bio Building - Additional Extron AV Equipment	\$10,656.58

Per BP/AP 6330—Purchasing and Contracts, the following transactions were procured using various award methods. This may include using pre-existing contracts or negotiation to provide maximum value to the district.

POs from \$0 - \$9,999			
PO #	Vendor	Description	Amount
25000007	Pro Link Engineering Inc	04205 – 3000 Series - Fire Hydrant Flow Testing Services	\$6,522.31
25000008	Parron Hall Office Interiors	04203 – Student Services – Additional Furniture	\$4,451.63
25000073	Singlewire Software	04205 – 3000 Series - InformaCast Advanced Notification Licensing	\$3,148.99
25000158	Core & Main LP	04205 – 3000 Series - Irrigation Valves, Requested by Grounds.	\$1,195.17
24005595	State Water Resources Control Board	04215 – Media Arts Building - Annual Permit Fee	\$619.00
25000006	Medical Shipment LLC	04201 – Allied Health - Wire Shelving	\$169.10

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.





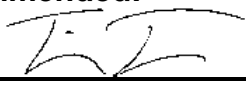
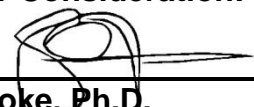
Change Orders			
	Vendor	Description	Amount

	No entries this month		
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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.

Construction Contract Change Orders			
PO #	Vendor	Description	Amount
	No entries this month		

Total Contract Expenditures: \$116,318.28			
Ratify purchase orders — 2400:5594,5595,5596 & 2500:0006,0007,0008,0062, 0073, 0158,0168			

Subject: Approve FY2025/26 Nonresident Tuition Fee	Attachment: •2007 Legal Opinion on the Option for Setting Nonresident Tuition •Nonresident Tuition and Capital Outlay Fees Memorandum •2025/26 Nonresident Tuition Fees Worksheet
Category: Action Items	Type of Board Consideration: Information Consent  Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1  Goal 2  Goal 3  Goal 4
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The California Education Code provides for nonresident tuition-fee income to support education and education-support costs for nonresident students. Education Code §76140 requires that each district governing board establish the nonresident tuition fee not later than March 1 (AB 3255, 9/1/2018) for the succeeding year. Education Code §76140 specifies seven options to determine the nonresident tuition fee, listed below.

The options to consider for MiraCosta College for FY2025/26 is between \$400 and \$532 per semester unit as shown below:

- A.1 The district's average cost: \$532.
- A.2 The district's average cost with ten percent or more noncredit FTES: N/A for MiraCosta as we are at 8.0 percent.
- B.1 The statewide average expense of education: \$400.
- B.2 The highest statewide average (highest year of the succeeding, current, and four prior years): \$414.
- C. Contiguous district (an amount not to exceed the fee established by the governing board of any contiguous district.): San Diego Community College District \$400
- D. Between statewide average expense and district expense: \$400 to \$532.
- E. Comparable state's average per semester tuition: \$442.

Gradual, Moderate, and Predictable Fee Increases

The California Education Code establishes the methods available to community college districts to calculate nonresident tuition fees and states that increases in these fees "shall be gradual, moderate, and predictable," to mitigate the potential for financial hardships

disrupting educational progress. In the event that the nonresident tuition fee calculation would result in a significant year-over-year increase, districts should consider adopting the fee (option A.1-E) along with a reasonable, phased implementation plan to meet the "gradual, moderate, and predictable" requirement. Districts may also implement installment payments as a strategy for making fee increases more manageable. A year-over-year increase is expected under all implementation plans for nonresident tuition fees, as outlined in the California Education Code.

Nonresident Capital Outlay Fee

Pursuant to Education Code section 76141, a district may charge a capital outlay fee to nonresident students, other than those with exemptions for nonresident fees pursuant to AB 540. The nonresident capital outlay fee is calculated as the lesser of (1) the district capital outlay expenditures in the preceding fiscal year divided by total FTES or (2) fifty percent of the nonresident tuition fee adopted pursuant to Education Code section 76140.

Processing Fee for Students from Foreign Countries

Education Code section 76142 states a district may charge nonresident applicants who are both citizens and residents of a foreign country a processing fee not to exceed the lesser of (1) the actual cost of processing an application and other documentation required by the federal government or (2) \$100. This fee may be deducted from the tuition fee at the time of enrollment.

STATUS

The current nonresident tuition and other fees for the FY2024/25 fiscal year are as follows:

- | | |
|-----------------|-------------------------|
| • MiraCosta CCD | \$356 per semester unit |
| • Palomar CCD | \$356 per semester unit |
| • San Diego CCD | \$356 per semester unit |

RECOMMENDATION

To ensure that nonresident student tuition fees increases are gradual, moderate, and predictable, approve implementing “Other – Fee” option setting the fee at \$369 per semester unit, for nonresident students with no capital outlay charge or processing fee for international students, effective fall 2025. This represents a moderate 3.65 percent increase and aligns with the fees recommended by other districts in the region.

TO: Chief Business Officers
Chief Instructional Officers

FROM: Lorena Romero, Director
Fiscal Standards and Accountability Unit

RE: 2025-26 Nonresident Tuition and Capital Outlay Fees

Education Code section 76140 requires each district governing board to establish the nonresident tuition fee for the succeeding fiscal year by March 1.

Nonresident Tuition Fee

Education Code section 76140 specifies seven options to determine the nonresident tuition fee.

- Option A.1 – District Average Cost

The district expense of education in the preceding fiscal year increased by the projected percent increase in the Consumer Price Index divided by district total FTES in the preceding fiscal year.

- Option A.2 – District Average Cost with 10 Percent or More Noncredit FTES

If noncredit FTES is equal to or greater than 10 percent of total FTES, the district expense of credit education in the preceding fiscal year increased by the projected percent increase in the Consumer Price Index divided by district total credit FTES in the preceding fiscal year.

- Option B.1 – Statewide Average Cost

The statewide expense of education in the preceding fiscal year increased by the projected percent increase in the Consumer Price Index divided by statewide total full-time equivalent students (FTES) in the preceding fiscal year.

- Option B.2 – Highest Statewide Average Cost

The highest amount calculated pursuant to Option B.1 for the succeeding fiscal year, current fiscal year, or past four fiscal years.

- Option C – Contiguous District

Chancellor's Office, College Finance and Facilities Planning

1102 Q Street, Sacramento, CA 95811 | 916.445.8752 | www.cccco.edu

A11Y 1/27/25

An amount not to exceed the fee established by the governing board of any contiguous district. Districts choosing this option may consult with contiguous districts regarding adopted fees and may use a contiguous district's fee adopted in the current or prior year. For example, if a district chooses to base their 2025-26 fee on that of a contiguous district, the district may use the contiguous district's fee applicable to the 2024-25 academic year or 2025-26 academic year.

When using this option, districts may not set their fee amount less than the districts actual cost or the statewide average cost, whichever is less. For additional information, please see [Legal Opinion O 07-01 – Options for Setting Nonresident Tuition](#).

The Chancellor's Office may request additional documentation if a district chooses Option C.

- Option D – Between Statewide Average Expense of Education and District Expense of Education

Fees adopted must be greater than statewide average expense of education and less than the district expense of education.

- Option E – Comparable States Average

No greater than the preceding fiscal year average nonresident tuition fees of public community colleges in at least 12 states comparable to California in cost of living.

As a reminder, if a district chooses to adopt Options B.2 or E, existing law requires districts to use the additional revenue generated by the increased nonresident tuition to expand and enhance services to resident students. In no event shall the admission of nonresident students come at the expense of resident enrollment.

Gradual, Moderate, and Predictable Fee Increases

The California Education Code establishes the methods available to community college districts to calculate nonresident tuition fees and states that increases in these fees "shall be gradual, moderate, and predictable," presumably to mitigate the potential for financial hardships disrupting educational progress. In the event that the nonresident tuition fee calculation would result in a significant year-over-year increase, districts should consider adopting the fee (option A.1-E) along with a reasonable, phased implementation plan to meet the "gradual, moderate, and predictable" requirement. Districts may also implement installment payments as a strategy for making fee increases more manageable. A year-over-year increase is expected under all implementation plans for nonresident tuition fees, as outlined in the California Education Code.

Nonresident Capital Outlay Fee

Pursuant to Education Code section 76141, a district may charge a capital outlay fee to nonresident students, other than those with exemptions for nonresident fees pursuant to AB 540. The nonresident capital outlay fee is calculated as the lesser of (1) the district capital outlay expenditures in the preceding fiscal year divided by total FTES or (2) fifty percent of the nonresident tuition fee adopted pursuant to Education Code section 76140.

Processing Fee for Students from Foreign Countries

Education Code section 76142 states, a district may charge nonresident applicants who are both citizens and residents of a foreign country a processing fee not to exceed the lesser of (1) the actual cost of processing an application and other documentation required by the federal government or (2) \$100. This fee may be deducted from the tuition fee at the time of enrollment.

Exemptions

Below is a table of mandatory and optional exemptions to nonresident tuition.

Description	Education Code Reference	Optional or Mandatory?
A special part-time student, other than a person excluded from the term "immigrant," for purposes of the federal Immigration and Nationality Act.	76140(a)(4)	Mandatory
A nonresident student who is a United States citizen who resides in a foreign country due to deportation and meets the requirements listed in the statute	76140(a)(5)	Mandatory
A student who was a member of the Armed Forces stationed in California on active duty for more than one year immediately prior to being discharged. This is a one-year exemption.	68075.5.	Mandatory
A special visa holder from Iraq and Afghanistan or refugee. This is a one-year exemption.	68075.6	Mandatory
A student who lives in California and meets the definition of "covered individual" under federal law and is eligible for federal GI benefits.	68075.7	Mandatory

2025-26 Nonresident Tuition and Capital Outlay Fees

January 16, 2025

A student who has three or more years of full-time attendance in a California public school, college, or adult school, has earned a high school diploma or associate degree, or completed transfer requirements in California, and filed an affidavit confirming the student's eligibility for the exemption. (Exemption known as AB 540)	68130.5	Mandatory
Dependents of any individual killed in the September 11, 2001, terrorist attacks on the World Trade Center in New York City, the Pentagon building in Washington, D.C., or the crash of United Airlines Flight 93 in southwestern Pennsylvania.	68121, 76300	Mandatory
Students who had a change of residence to a place outside the state due to a job transfer, was made at the request of the employer of the student, spouse, or parents, and the absence from the state was for a period of not more than four years.	76143	Mandatory
Students enrolled in only noncredit courses.	76380	Mandatory
Students enrolled in apprenticeship courses.	76350	Mandatory
Any surviving spouse or surviving child of a deceased person who was a California resident and was killed in the performance of active law enforcement or active fire suppression and prevention duties in California.	68120	Mandatory
Any surviving spouse or child of a licensed physician, licensed nurse, or first responder, who died of COVID-19 during the COVID-19 state of emergency in California.	68120.3	Mandatory
Students who have been granted a T or U Visa. This is a one-year exemption.	68122	Mandatory
All nonresidents who enroll for six or fewer units.	76140(a)(1)	Optional
Any nonresident who is both a citizen and resident of a foreign country, if the nonresident has demonstrated a financial need for the exemption.	76140(a)(2)	Optional

2025-26 Nonresident Tuition and Capital Outlay Fees

January 16, 2025

A student who, as of August 29, 2005, was enrolled, or admitted with an intention to enroll, in the fall term of the 2005–06 academic year in a regionally accredited institution of higher education in Alabama, Louisiana, or Mississippi, but could not attend due to Hurricane Katrina.	76140(a)(3)	Optional
A student who attends Lake Tahoe Community College and who has residence within specified counties.	76140(a)(6)	Optional
<p>A student who is a nonresident, and enrolls in a credit English as second language (ESL) course at a California Community College and meets any of the following requirements:</p> <ul style="list-style-type: none"> • A recent immigrant, as defined in Section 1101(a)(15) of Title 8 of the United States Code. • A recent refugee, as defined in Section 1101(a)(42) of Title 8 of the United States Code. • A person who has been granted asylum by the United States, as defined in Section 1158 of Title 8 of the United States Code. <p>This exemption shall apply only to individuals who, upon entering the United States, settled in California and who have resided in California for less than one year. Also, this exemption only applies to tuition fees for credit ESL courses.</p>	76140(a)(7)	Optional
A student who is a nonresident, low-income resident of Mexico, registers for lower divisions courses at specified community colleges, and has residence within 45 miles of California-Mexico border.	76140(a)(8)	Optional
A student attending a community college that has entered an interstate attendance agreement and participates in a student exchange program, allowing certain students to attend at a reduced rate.	76140(h)(i)(j)	Optional
A student who has been hired by a California public agency as a peace officer and has enrolled in police academy training courses.	76140.5	Optional

To learn more about these exemptions, refer to Education Code sections listed above, the [Residency For Tuition Purposes- General Overview \(revised February 2024\)](#) document, and the Chancellor's Office's [Legal Advisory 18-02](#).

2025-26 Nonresident Tuition and Capital Outlay Fees

January 16, 2025

Tuition Fee Worksheet

The attached worksheet provides data for the computation of the nonresident tuition and capital outlay fees. This year, the worksheet has been converted to an Excel format.

Action Requested/Contact Information

Submit the attached worksheet to the Chancellor's Office by **Friday, February 28th, 2025**, via email to fiscalstandards@cccco.edu. If you have questions about this memo, please feel free to contact us at fiscalstandards@cccco.edu.

ATTACHMENT: FS 25-01 Supplement 2025-26 Nonresident Fee Worksheet

District: MiraCosta Community College District**Term:** Semester**Nonresident Tuition Fee Options****A.1 District Average Cost**

A. District Expense of Education for Base Year	\$	150,916,722
B. District Annual Total FTES		9,905
C. Average Expense of Education per FTES (A/B)	\$	15,237
D. U.S. Consumer Price Index Compound Factor		1.0470
E. Average Cost per FTES for Tuition Year (C x D)		15,953
F. Nonresident Tuition Fee per Semester Unit (E/30)		532

A.2 District Average Cost with 10 Percent or More Noncredit FTES

Noncredit FTES percent of Total		8.0%
A. District CREDIT ONLY Expense of Education for Base Year		
B. Annual Total FTES	N/A	
C. Average Expense of Education per FTES (A/B)	N/A	
D. U.S. Consumer Price Index Compound Factor		1.0470
E. Average Cost per FTES for Tuition Year (C x D)	N/A	
F. Nonresident Tuition Fee per Semester Unit (E/30)	N/A	

B.1 Statewide Average Cost

A. Statewide Expense of Education for Base Year		12,375,063,878
B. Statewide Annual Total FTES		1,079,727
C. Average Expense of Education per FTES (A/B)	\$	11,461
D. U.S. Consumer Price Index Compound Factor		1.0470
E. Average Cost per FTES for Tuition Year (C x D)		12,000
F. Nonresident Tuition Fee per Semester Unit (E/30)	\$	400

B.2 Highest Statewide Average Cost

Highest year of the succeeding, current, and 4 prior years.		2023-24
Nonresident Tuition Fee per Semester Unit	\$	414

C Contiguous District

Contiguous District		
Maximum Fee (Contiguous District Nonresident Tuition Fee)		
Minimum Fee		400
Nonresident Tuition Fee per Semester Unit		


D Between Statewide Average Expense of Education and District Average Expense of Education






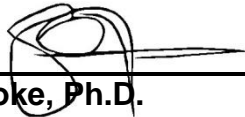
Maximum (Option A.1 - District Average Cost) per Unit	\$	532
Minimum (Option B.1 - Statewide Average Cost) per Semester Unit	\$	400
Nonresident Tuition Fee per Semester Unit		

E Comparable States Average

Nonresident Tuition Fee per Semester Unit	\$	442
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Nonresident Capital Outlay Fee		
A. Capital Outlay expense - prior year		
B. FTES total from prior year		9,905
C. Capital outlay expense per FTES (A/B)	\$	-
D. Capital Outlay Fee per Semester Unit (C/30)	\$	-
E. Adopted Nonresident Tuition Fee	\$	369
F. 50% of Adopted Nonresident Tuition Fee	\$	185
G. Maximum Nonresident Capital Outlay Fee (lesser of D or F)	\$	-

California Community Colleges 2025-26 Nonresident Tuition and Capital Outlay Fee MiraCosta Community College District		
The district governing board has established Nonresident Fees as shown below.		
Adoption Date: February 20, 2025		
Nonresident Tuition Fee		
	Basis for Adoption (Select one)	Fee
<input type="checkbox"/>	A.1 - District Average Cost	
<input type="checkbox"/>	A.2 - District Average Cost with 10 Percent or More Noncredit FTES	
<input type="checkbox"/>	B.1 - Statewide Average Cost	
<input type="checkbox"/>	B.2 - Highest Statewide Average Cost	
<input type="checkbox"/>	C - Contiguous District	
<input type="checkbox"/>	D - Between Statewide Average Expense of Education & District Expense of Education	
<input type="checkbox"/>	E - Comparable States Average	
<input checked="" type="checkbox"/>	Other - Fee That Represents a Gradual, Moderate Increase From Prior Year	369
Nonresident Capital Outlay		
	Maximum Nonresident Capital Outlay Fee is \$ 0	
<input type="checkbox"/>	Nonresident Capital Outlay Fee	
Contact Information		
Signature:		
Name:	Timothy Flood	
Title:	Assistant Superintendent/Vice President Administrative Services	
Phone:	(760) 795-6653	
Email:	tflood@miracosta.edu	

Subject:	Attachment:
Approve WASC AHS Accreditation Report	WASC Accreditation Report
Category:	Type of Board Consideration:
Action	Information Consent  Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported:
	 Goal 1  Goal 2  Goal 3  Goal 4
	Approved for Consideration:
	 _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The Self-Study Report for the MiraCosta Adult High School (AHS) is the result of a self-evaluation process conducted by the faculty, staff, and administration of the AHS. The evaluation was conducted in accordance with standards of good practice regarding mission, goals, and objectives; the appropriateness, sufficiency, and utilization of resources; the usefulness, integrity, and effectiveness of its processes; and the extent to which it is achieving its intended student achievement and student learning outcomes.

The Accrediting Commission for Schools, Western Association of Schools and Colleges (ACS WASC) will be reviewing the Self-Study Report and, through observation, interviews, and examination of student work during a site visit, will be able to validate AHS programs and provide recommendations for future school improvement.



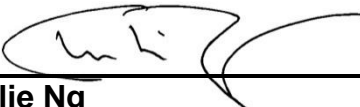

The document was reviewed and approved by college stakeholders between November 2024 and January 2025. The report is due to the ACS WASC in March 2025, and we are expecting a visit from an external evaluation team from May 5 – May. 8, 2025.

STATUS

At the January 23, 2025, regular board meeting, staff provided an overview of the self-study report and submitted draft of the report for board information. The report is now presented for board approval before submission to the Western Association of Schools and Colleges (WASC).

RECOMMENDATION

Approve the Adult High School Self Study Report in support of reaffirmation of accreditation.

Subject: Consideration and Adoption of Resolution No. 8-24/25 to Reduce or Eliminate Specially Funded Classified Services	Attachment: Resolution No. 8-24/25, Layoff of Specially Funded Classified Employees
Category: Action Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent Action  </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 Goal 4  </div>
Recommended:  <hr/> Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

For over a dozen years, MiraCosta College has partnered with Oceanside Unified School District (OUSD) through two Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) grants through the Department of Education. The goals of the grants have been to increase a college-going culture of OUSD students and increase access and success to higher education institutions for low-income and historically marginalized students. Our current GEAR UP grant is in its seventh and final year with an expiration date of June 30, 2025. The college has applied to receive a new GEAR UP grant, but the grants are not awarded until September 2025, and the gap leaves the college with a lack of funds available to continue our partnership with OUSD through GEAR UP.

STATUS

As a result of the expiration of the specially funded GEAR UP grant on June 30, 2025, it is necessary that the following positions associated with the GEAR UP program be eliminated due to lack of funds. The grant allows for the closing of grant expenses and reporting through December 31, 2025, and the Specialist will address these requirements:

- permanent classified School Site Coordinator (P-05806) ending June 30, 2025;
- permanent classified School Site Coordinator (P-00450) ending June 30, 2025;
- permanent classified School Site Coordinator (P-00451) ending July 10, 2025; and
- permanent classified Accounting & Research Specialist (P-00180) ending December 31, 2025.

RECOMMENDATION

Approve reduction of specially funded classified positions School Site Coordinator (P-05806), School Site Coordinator (P-00450), School Site Coordinator (P-00451), and Accounting & Research Specialist (P-00180), and adopt Resolution No. 8-24/25, layoff of specially funded classified employees, as stated above.

RESOLUTION NO. 8-24/25
RESOLUTION FOR LAYOFF OF SPECIALLY FUNDED CLASSIFIED EMPLOYEES

BOARD OF TRUSTEES MIRACOSTA
COMMUNITY COLLEGE DISTRICT
COUNTY OF SAN DIEGO, CALIFORNIA

In the Matter of The)	
)	
Reduction of)	RESOLUTION TO LAYOFF SPECIALLY
)	FUNDED CLASSIFIED EMPLOYEES
Specialty Funded Classified)	
Employees)	
)	

WHEREAS, the Governing Board, under the authority of Education Code section 88117, determines that a lack of work and/or funding requires the elimination of certain specially funded classified services for the 2025/2026 school year;

WHEREAS, this reduction in services will result in the termination of employment for specific classified employees;

WHEREAS, when a reduction or elimination of services occurs due to the expiration of a specially funded program, the District must provide affected employees with at least 60 days' notice before their layoff takes effect;

THEREFORE, BE IT RESOLVED that the Governing Board of the MiraCosta Community College District will reduce or eliminate the following classified services by the dates specified below:

- 2.0 FTE School Site Coordinator ending June 30, 2025 ;
- 1.0 FTE School Site Coordinator (P-00451) ending July 10, 2025; and
- 1.0 FTE Accounting & Research Specialist (P-00180) ending December 31, 2025.

The Superintendent or her designee must notify affected employees of their layoffs at least 60 days before the effective date, as required by Education Code sections 88017, 88117, and 88127.

The Governing Board of the MiraCosta Community College District adopted this resolution

at its meeting on February 20, 2025, with the following vote:

AYES:

NOES:

ABSENT:

BOARD OF TRUSTEES

By: _____

Subject: Board Policy 3810 – Claims Against the District	Attachment: Board Policy 3810 – Claims Against the District
Category: Board Policies – Second Read	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">Information</div> <div style="text-align: center;">Consent</div> <div style="text-align: center;"> Action </div> </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> Goal 1 </div> <div style="text-align: center;"> Goal 2 </div> <div style="text-align: center;"> Goal 3 </div> <div style="text-align: center;"> Goal 4 </div> </div>
	Approved for Consideration: <div style="text-align: center;"> <hr style="border: 0; border-top: 1px solid black; width: 100%;"/> Sunita V. Cooke, Ph.D. Superintendent/President </div>

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

A review of edits to Board Policy 3810 – Claims Against the District has been completed and approved by College Council. The policy is now presented for adoption by the board.

RECOMMENDATION

Adopt Board Policy 3810 – Claims Against the District

Any claims against the district for money or damages that are not governed by any other statutes or regulations expressly relating thereto shall be presented and acted upon in accordance with Title I, Division 3.6, Part 3, Chapter 1 (commencing with Government Code §900) and Chapter 2 (commencing with Government Code §910).

Claims must be presented according to this policy and related procedures as a prerequisite to filing suit against the district.

Claims that are subject to the requirements of this policy include, but are not limited to, the following:

A. Claims by public entities—claims by the state or by a state department or agency or by another public entity.

B. Claims by current and former employees ~~for related to wages, fees, and allowances-claims for fees, salaries or wages, mileage, or other -and expenses and allowances must be presented according to the following procedure established under Government Code section 935: fees, wages, and allowances-claims for fees, salaries or wages, mileage, or other expenses and allowances.~~

Unless a procedure for processing employee claims is otherwise required by law, and notwithstanding any of the exceptions set forth in Section 905 of the Government Code, all claims by public officers or public employees for salary, wages, overtime pay, holiday pay, compensating time off, vacation pay, sick leave pay, or any other expense, fee, allowance, money, liquidated damages, or penalties alleged to be due from the MiraCosta Community College District, or any of its officers or employees, shall be presented not later than one year after the accrual of the cause of action and in the manner prescribed by Sections 910 through 915.2 of the Government Code.

Additionally, all claims shall state the specific grounds under which the claim is founded, the amount claimed, and shall include written records establishing the claimant's entitlement to the amount claimed. All claims shall be verified under penalty of perjury by the claimant, or if applicable, by his or her guardian, conservator, executor, or administrator.

Claims on behalf of a class of persons are not permitted, unless every member of the class has verified the claim under penalty of perjury. All class member verifications must be provided to the District at the time the claim is presented.

All claims shall be subject to the provisions of Section 945.4 of the Government Code relating to the prohibition of lawsuits in the absence of the presentation of claims in accordance with this procedure and action thereon by the Board.

The designated place ~~is~~ for service of claims, lawsuits, or other types of legal process upon the district is/are:

Assistant Superintendent/Vice President, Human Resources
MiraCosta Community College District
1 Barnard Drive MS #6
Oceanside, CA 92056

~~A. Student records—Admissions and Records Department~~

~~B. Employee records—Human Resources Department~~

~~C. Public records—Public Information Office~~

~~D. Criminal records—Campus Police~~

~~E. Legal processes, lawsuits, summons—Vice President of Human Resources, or the district's Risk Management Officer~~

F. Pursuant to Government Code §§935.2 and 935.4, the district is authorized to delegate to an employee such functions relating to claims as the district designates (i.e. ruling on the sufficiency of claims or automatically rejecting certain classes and approval of settlements up to \$50,000).

This policy is retroactive and shall apply to all potential claims, including any that may have accrued as of the effective date of this policy.

MiraCosta Community College District

Page 1 of 2

Adoption History: 2/16/10

Periodic Review: 10/13/16







CCLC Update: #4, 2/03; #24, 3/19

Reference Update: 3/19

References: Education Code §72502

Government Code §§900, 910 and 935 et seq.

Steering: VPHR / N/A

Subject: Board Policy 4300 – Field Trips	Attachment: Board Policy 4300 – Field Trips
Category: Board Policies – Second Read	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> Information Consent Action  </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;">  Goal 1  Goal 2  Goal 3  Goal 4 </div>
	Approved for Consideration: <div style="text-align: center;">  <hr style="width: 100%;"/> </div> 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

A review of edits to Board Policy 4300 – Field Trips has been completed and approved by College Council. The policy is now presented for adoption by the board.

RECOMMENDATION

Adopt Board Policy 4300 – Field Trips.

The superintendent/president shall establish procedures that regulate the use of district funds for student travel and attendance at conferences and other activities that are performed as a class assignment or co-curricular activity.

Field trips are viewed as an extension of the classroom, and they must be approved in advance by the appropriate dean and/or superintendent/president and be supervised by district faculty or staff members.

The district may pay for expenses of students participating in a field trip or excursion with auxiliary, grant, or categorical program funds if the funds are used consistently with the funding source. The expenses of instructors, chaperones, and other personnel traveling with students may also be paid from district funds. Students and staff shall at all times adhere to the standards of conduct applicable to conduct on campus.

If a trip destination for a class field trip or a student organization activity is outside the state of California, the written approval for the trip must be obtained from the appropriate vice president and/or the superintendent/president. In addition, the director of risk management must be informed in writing. Detailed guidelines for field trips will be maintained in district administrative procedures. If a trip destination for a class field trip or a student organization activity is outside the country, written approval for the trip must be obtained from the appropriate vice president and the superintendent/president. All out of country travel must be board approved in advance of the travel start date.

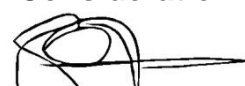
~~Travel to restricted states (AB 1887) is not permitted with state categorical funds and other funds unless it meets allowable exceptions and is approved by the division vice president and superintendent/president. Although AB 1887 does not apply to the California Community Colleges, as explained by the California Attorney General's Restricted Travel List Memo, state categorical funding cannot be used for travel to states subject to California's ban on state funded and state sponsored travel. States that are currently subject to California's ban on state funded and state sponsored travel are listed on the California State Attorney General website. MiraCosta College is honoring the legislation by voluntarily imposing the travel restrictions and allowable exceptions described in AB 1887.~~

See Administrative Procedure 4300.

MiraCosta Community College District

Page 1 of 1

Adoption History: 3/2/10, 6/16/15, 8/19/21, 5/1/24
References: Title 5, §55220
Government Code §11139.8
CCLC Update: #13, 8/07 - #31, 10/17
Steering: AAC / AS / ADMIN

Subject: Board Policy 6340 – Bids and Contracts	Attachment: Board Policy 6340 – Bids and Contracts
Category: Board Policies – Second Read	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> Information Consent ✓ Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> ✓ Goal 1 ✓ Goal 2 ✓ Goal 3 ✓ Goal 4 </div>
	Approved for Consideration: <div style="text-align: center;">  <hr style="width: 30%; margin: 0 auto;"/> </div> 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

A review of edits to Board Policy 6340 – Bids and Contracts has been completed and approved by College Council. The policy is now presented for adoption by the board.

RECOMMENDATION

Adopt Board Policy 6340 – Bids and Contracts.

The board of trustees delegates to the superintendent/president the authority to enter into purchases and contracts on behalf of the district and to establish administrative procedures for all purchases, contract awards, and their management, subject to the following:







1. Contracts are not enforceable obligations until they are ratified by the board.
2. Contracts for work to be done, services to be performed or for goods, equipment, or supplies to be furnished or sold to the district that exceed the amounts specified in Public Contracts Code §20651 shall require prior approval by the board.
3. When bids are required according to Public Contract Code Section 20651, the board shall award each such contract to the lowest responsible bidder who meets the specifications published by the district and who shall give such security as the board requires, or reject all bids.
4. When the district determines that, according to Public Contract Code Section 20651.7, it can expect long-term savings through the use of life-cycle cost methodology, the use of more sustainable goods and materials, and reduced administrative costs, the district may select and award the contract based on best value in accordance with AP 6340. The bidder shall give such security as the board requires, and the board may reject all bids.
5. Contracts for fiscal audit and legal services shall require prior approval by the board, except in the unusual situation that it is deemed in the best interest of the district by the superintendent/president to retain legal counsel on an emergency basis prior to a board meeting.
- ~~6. With the exception of contracts for fiscal audit and legal services, contracts that do not exceed the amounts specified in Public Contracts Code §20651 shall not require prior approval by the board but shall be presented to the board for ratification.~~
7. When the superintendent/president in consultation with vice president administrative services, determines that the District can obtain a contract for goods or services through the California Community Colleges Chancellor's Office CollegeBuys Program for the Procurement of Goods and Services for Community College Districts at a lower price upon the same terms, conditions and specifications, the vice president, administrative services or designee may proceed with the contract without conducting a formal bidding process. 

<u>References:</u>	Education Code Sections 81641 et seq.; Public Contract Code Sections 20650 et seq.; Government Code Section 53060; ACGJC Accreditation Standard III.D.16; 2 Code of Federal Regulations Part 200.318
<u>CCLC Update:</u>	4/14, 4/15, 10/16, 3/19
<u>Steering:</u>	S/P

If the superintendent/president concludes that the best interests of the district will be served by pre-qualification of bidders in accordance with Public Contract Code Section 20651.5, pre-qualification may be conducted in accordance with procedures that provide for a uniform system of rating on the basis of a questionnaire and financial statements.

If the best interests of the district will be served by a contract, lease, requisition, or purchase order through any other public corporation or agency in accordance with Public Contracts Code §20652, the superintendent/president is authorized to proceed with a contract.

See Administrative Procedures 6330, 6340, 6345, 6350, 6360, 6365, 6370, 6380.

Subject: Board Policy 6700 – Civic Center and Other Facilities Use	Attachment: Board Policy 6700 – Civic Center and Other Facilities Use
Category: Board Policies – Second Read	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">Information</div> <div style="text-align: center;">Consent</div> <div style="text-align: center;">  Action </div> </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  Goal 1 </div> <div style="text-align: center;">  Goal 2 </div> <div style="text-align: center;">  Goal 3 </div> <div style="text-align: center;">  Goal 4 </div> </div>
	Approved for Consideration: <div style="text-align: center;">  <hr style="width: 100%;"/> Sunita V. Cooke, Ph.D. Superintendent/President </div>

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

A review of edits to Board Policy 6700 – Civic Center and Other Facilities Use has been completed and approved by College Council. The policy is now presented for adoption by the board.

RECOMMENDATION

Adopt Board Policy 6700 – Civic Center and Other Facilities Use.

Each of the three MiraCosta College sites has areas designated for use as a civic center. The district, at its sole discretion, reserves the right to determine which spaces may be designated as applicable to being a civic center. Use of the civic center shall be granted as provided by law. The superintendent/president shall establish procedures regarding the use of district property, including but not limited to facilities, equipment and supplies, and support services by community groups and other outside contractors. Specific rules apply to specialty district civic center spaces (e.g. performance space, gymnasium, athletic fields, etc.) in which required procedures will need to be followed.

The administrative procedures shall reflect the requirements of applicable law, including Education Code §82537, regarding civic centers. The procedures shall include reasonable rules regarding the time, place, and manner of use of district facilities. They shall assure that persons or organizations using district property are charged such fees as are authorized by law. Public use of District property shall not interfere with scheduled instructional programs or other activities of the District on behalf of students.

At its sole discretion, the district may permit, without charging a usage fee or charge to reimburse the district for operational costs related to the event, the use of any district facilities or grounds under its control when an alternative location is not available, to nonprofit organizations and clubs and associations organized for general character building or welfare purposes, as stated under Education Code §82542 (a). Waiving the reimbursement of any direct operational costs incurred by a nonprofit organization requires the written approval of the superintendent/president or the vice president, administrative services.

Public use of district property shall not be granted if it interferes with scheduled instructional programs, events, performances, rehearsals, college assemblies, or other activities of the district on behalf of students.

No group or organization may use district property for purposes that unlawfully discriminate on the basis of race, color, religion, ancestry, national origin, military or veteran status, disability, gender, gender identity, gender expression, or sexual orientation, or the perception that a person has one or more of the foregoing characteristics, or because a person associate with a person or group with one or more of these actual or perceived characteristics, or on any basis prohibited by law.

MiraCosta Community College District

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Adoption History: 2/16/10, 3/24/22

Periodic Review: 5/15

Reference Update: 4/16

References: Education Code §§82537, 82542
Title 5 §§59601 et seq.

CCLC Update: #17, 2/10, #21, #21, 9/12, #25, 11/14, #18, 4/16; [#44, 4/24](#)

Steering: VPAS

Use of the District's Civic Centers will be only for the purposes described by the California Legislature in Education Code Section 82537(a). These purposes include use by ~~associations "formed for recreational, educational, political, economic, artistic, or moral activities of the public school districts" in order to "engage in supervised recreational activities" or "meet and discuss, from time to time, as they may desire, any subjects and questions which in their judgment appertain to the educational, political, economic, artistic, and moral interests of the citizens of the communities in which they reside."~~ (Education Code Section 82537(a)) the community and organizations for public, literary, scientific, recreational, educational, or public agency meetings, or for the discussion of matters of general or public interest upon terms and conditions which that the governing board deems proper, and subject to the limitations allowed by law. In granting permission to use the Civic Centers, the District will not discriminate on the basis of viewpoint with regard to organizations engaging in expressive activities on the topics and subject matters articulated above.

See Administrative Procedure 6700.

Subject: Board Policy 7340 – Leaves	Attachment: Board Policy 7340 – Leaves
Category: Board Policies – Second Read	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">Information</div> <div style="text-align: center;">Consent</div> <div style="text-align: center;"> Action </div> </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> Goal 1 </div> <div style="text-align: center;"> Goal 2 </div> <div style="text-align: center;"> Goal 3 </div> <div style="text-align: center;"> Goal 4 </div> </div>
	Approved for Consideration: <div style="text-align: center;"> <hr style="border: 0; border-top: 1px solid black; width: 100%;"/> Sunita V. Cooke, Ph.D. Superintendent/President </div>

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

A review of edits to Board Policy 7340 – Leaves has been completed and approved by College Council. The policy is now presented for adoption by the board.

RECOMMENDATION

Adopt Board Policy 7340 – Leaves.

The Board of Trustees may grant a leave of absence upon the request of an employee. The superintendent/president shall establish procedures for employee leaves as authorized by law and by any collective bargaining agreements entered into by the district. Such leaves shall include, but are not limited to:

- Illness or injury leaves for all classes of permanent employees (Education Code sections 87781 and ~~88192~~88191);
- Paid sick leave (Labor Code section 246);
- Vacation leave for members of the classified service, administrators, supervisors, and managers (Education Code section 88197);
- Leave for service as an elected official or steward of a community college district public employee organization, or of any statewide or national employee organization with which the local organization is affiliated or leave for a reasonable number of unelected classified employees for the purpose of enabling an employee to attend important organizational activities authorized by the public employee organization (Education Code sections 87768.5 and 88210); Government Code section 3558.8);
- Leave of absence for permanent academic employees to serve as an elected member of the State legislature (Education Code section 87701);
- Pregnancy leave (Education Code sections 87766 and 88193; Government Code section 12945);
- Leave to bond with a new child (Education Code sections 87780.1, 87784.5, and 88196.1 and 88207.5);
- Family care and medical leave (Government Code sections 12945.1 and 12945.2);
- Use of illness leave for personal necessity (Education Code sections 87784 and 88207);
- Industrial accident and illness leave (Education Code sections 87787 and 88192);
- Bereavement leave (Government Code section 12945.7 and Education Code sections 87788 and 88194);
- Jury service or appearance as a witness in court (Education Code sections 87035 and 87036);

- Military service (Education Code section 87700); and
- Sabbatical leaves for full-time permanent faculty, academic employees, and academic-administrators pursuant to their respective collective bargaining agreement and working conditions manual.

Vacation leave for members of the classified service, educational administrators and classified supervisors and managers shall not accumulate beyond the number of days of paid leave or number of hours of paid leave pursuant to their respective working conditions manual. Employees shall be permitted to take vacation in a timely manner to avoid accumulation of excess vacation.

In addition to these policies and collective bargaining agreements, the board retains the power to grant leaves with or without pay for other purposes or for other periods.

An employee who has been on authorized leave of absence shall be reinstated to an appropriate position for which they are qualified, except an employee who has been on authorized leave of absence for one year or less, and whose position was filled by a temporary worker, shall be reinstated in the position they held prior to going on leave of absence, if the same position exists. No paid leave of absence shall be construed as a break in continuity of service required for employee classification or district benefits. The time during which the leave of absence is taken shall not be considered as employment.

See Administrative Procedures 7340, 7341, 7343, 7345, 7346, and 7347.

Subject: Board Policy 7110 – Delegation of Authority – Human Resources	Attachment: Board Policy 7110 – Delegation of Authority – Human Resources
Category: Board Policies – First Read	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> Information </div> <div style="text-align: center;"> Consent </div> <div style="text-align: center;"> Action </div> </div>
Institutional Goals: mcc.missionstatement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> Goal 1 </div> <div style="text-align: center;"> Goal 2 </div> <div style="text-align: center;"> Goal 3 </div> <div style="text-align: center;"> Goal 4 </div> </div>
	Approved for Consideration: <hr style="width: 100%; border: 0.5px solid black;"/> 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

A review of edits to Board Policy to 7110 – Delegation of Authority – Human Resources has been completed and approved by College Council. The policy is now presented as a first read and will be presented for adoption by the board at a future meeting.

RECOMMENDATION

For information only.

The Board of Trustees delegates authority to the superintendent/president to authorize employment, designate job responsibilities, and perform other personnel actions. All federal and state laws and regulations and board policies and administrative procedures shall be followed. The superintendent/president's actions are subject to ratification by the board.

Also see BP/AP 3410 Nondiscrimination, BP/AP 7100 Commitment to Diversity in Hiring, AP 7110 Delegation of Authority – Human Resources, and BP/AP 7120 Recruitment and Hiring.

Subject: Board Policy 7150.1 – Evaluation – Academic Administrators	Attachment: Board Policy 7150.1 – Evaluation – Academic Administrators
Category: Board Policies – First Read	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> Information </div> <div style="text-align: center;"> Consent </div> <div style="text-align: center;"> Action </div> </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> Goal 1 </div> <div style="text-align: center;"> Goal 2 </div> <div style="text-align: center;"> Goal 3 </div> <div style="text-align: center;"> Goal 4 </div> </div>
	Approved for Consideration: <hr style="width: 100%; border: 0.5px solid black;"/> 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

A review of edits to Board Policy 7150.1 – Evaluation-Academic Administrators has been completed, and the proposed deletion has been approved by College Council. This policy is not supported by the Community College League of California (CCLC) and therefore doesn't get the benefit of regular CCLC updates. Further, academic administrator evaluation policies and procedures reside in Administrative Procedure 7150 – Evaluation and in their respective working conditions. The policy is now presented as a first read and will be presented for deletion by the board at a future meeting.

RECOMMENDATION

For information only.

~~The superintendent/president shall establish procedures for the evaluation of academic administrators of the district. Such procedures shall conform to the requirements of the Education Code.~~

~~Also sSee Administrative Procedure AP 7150-1 Evaluation – Academic Administrators.~~

MiraCosta Community College District**Page 1 of 1**Effective [Adoption](#) Date: 2/21/12[Revised Date:](#)

Periodic Review:



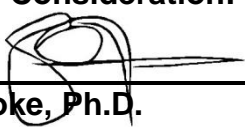
Reference Update: 4/15

References: Education Code §87663 [subdivision](#) (i)

ACCJC Accreditation Standard III.A.5

CCLC Update: #25, 11/14

Steering: AAA / A/S/CSC/Admin

Subject: Board Policy 7160 – Professional Development	Attachment: Board Policy 7160 – Professional Development
Category: Board Policies – First Read	Type of Board Consideration: <div style="text-align: center;">  Information Consent Action </div>
Institutional Goals: mcc.mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="text-align: center;">  Goal 1 Goal 2 Goal 3 Goal 4 </div>
	Approved for Consideration: <div style="text-align: center;">  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President </div>

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

A review of edits to Board Policy to 7160 – Professional Development has been completed and approved by College Council. The policy is now presented as a first read and will be presented for adoption by the board at a future meeting.

RECOMMENDATION

For information only.

The district supports its employees with professional learning opportunities aligned with the district's mission and institutional goals. The district regularly evaluates these opportunities for overall effectiveness in promoting equitable student success and in meeting employee needs.

It is the intent of the ~~Board of Trustees of the MiraCosta Community College District~~ to ~~provide for the~~ maximize professional development opportunities for ~~of all its~~ employees. ~~Resources shall be provided as specified in the staff development provisions of AB 1725, the district's negotiated agreements, the Equal Employment Opportunity Plan, the Professional Development Program Handbook, and the Chancellor's Guidelines for the Implementation of a Flexible Calendar Program.~~

Also see BP 2740 Board Education and AP Administrative Procedure 7160 Professional Development.

Adoption History:	3/2/10
<u>Revised Date:</u>	
Periodic Review:	
Reference Update:	4/15
References:	Education Code §87150 et seq. ACCJC Accreditation Standard III.A.14
CCLC Update:	#25, 11/14; #26, 4/15; <u>#38, 4/21</u>
Steering:	VPHR

Subject: Second Quarter Fiscal Report (12/31/2024)	Attachment: Quarterly Report on Cash and Investments
Category: Information	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended: <hr style="width: 100%;"/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration: <hr style="width: 100%;"/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Title 5, section 58310 of the California Code of Regulations, requires the chief executive officer or other designee of the governing board to regularly report to the governing board the district's financial condition at least once every three months. The quarterly fiscal report is a summary overview report that includes information from the CCFS-311Q (applicable for 1Q, 2Q, and 3Q) and Report of Investments and is to be prepared on forms provided by the Community College System Office and submitted to the appropriate county offices and system office no later than forty-five days following the completion of each quarter. The certified report is to be reviewed by the district governing board at a regularly scheduled meeting and entered into the minutes of the meeting.

STATUS

The second quarter report for the period ending December 31, 2024, is attached. The Quarterly Report of Investments includes both district funds within the County Pooled Investments and proprietary and fiduciary funds held by the district.

1. The total revenue projection is \$171.6 million, the same as the adopted budget. Revenue through December 31st was \$71.1 million, 41.5 percent of budget; the first major property tax revenue was received in December 2024.
2. The total year Expense projection is \$171.6 million, the same as the adopted budget. Expenses through December 31st were \$79.2 million, 46.1 percent of budget, with 50 percent through the year.
3. The Unrestricted General Fund balance (Reserves) fiscal year-end projection remains the same as adopted budget at 23.2 percent (2.8 months) of annual expenses, above the 17 percent reserves (2 months) policy.

4. The cash balance for period ending December 31, 2024, held at the San Diego County Treasury was \$217.4 million from the following funds:
 - \$52.1 million for General Funds, Fund 11 (unrestricted) Fund 12 (restricted).
 - \$53.6 million for the Capital Outlay Fund 41
 - \$108.4 million for the General Obligation Bond Series B and C, Fund 43
 - \$2.0 million of the Debt Service, Fund 29
 - \$1.3 million for Fund 61-Self Insurance and fund 73-Student Center Fees
5. The cash balances for the period ending December 31, 2024, held at local banks were \$2.5 million for financial aid & scholarships, cash clearing, auxiliary funds (bookstore and cafeteria) and student accounts (student government and clubs).
6. The OPEB (Other Post Employment Benefit) trust balance for the period ending December 31, 2024, was \$36.5 million, a decrease of \$925,196 from the September 30, 2024, valuation due to market fluctuations. The OPEB Total liability from the June 30, 2023, Actuarial study was \$25,727,349. The funded liability ratio as of December 31, 2024, totals 142 percent.

RECOMMENDATION

For information only.

Subject: Annual District and Bond Measure MM Audit Services for FY2024/25	Attachment: None
Category: Information Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended: <hr style="width: 100%;"/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration: <hr style="width: 100%;"/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

MiraCosta Board Policy/Administrative Procedure 6400 and under California Code of Regulations, title 5 (Title 5) section 59102, "Arrangements for annual audits for any fiscal year as required by section 84040 of the Education code shall be made final no later than the May 1 preceding that fiscal year." Each district must inform the Chancellor's Office of their audit arrangements and identify the auditor under contract no later than May 15 of each year. Financial audits require that the district contract for annual comprehensive fiscal audits by a certified public accountancy (CPA) firm by May 1st.

Measure MM, a \$455 million general obligation bond, authorized by Proposition 39, was passed by the voters of the MiraCosta Community College District on Nov. 8, 2016, to provide funding for needed repairs, upgrades, and new construction projects. Proposition 39 requires both a financial and a performance audit to ensure Measure MM is in compliance with Article XIII A, Section 1(b)(3)(C) of the California Constitution.

STATUS

On April 16, 2020, the board approved Eide Bailly LLP, <https://www.eidebailly.com/>, with a five (5) year contract to perform the district's annual financial audit and the district's General Obligation Bond *Measure MM* financial and performance audits. Eide Bailly LLP will perform the audit for FY2024/25 during FY2025/26, the fifth year of the contract.

Auditor's Fees:

Fees for District Audit Services, \$325,000 total for 5 years:

FY2020/21, \$64,000
FY2021/22, \$64,500
FY2022/23, \$65,000
FY2023/24, \$65,500

FY2024/25, \$66,000

Fees for the General Obligation Bond *Measure MM* Financial and Performance Audit Services, \$51,000 total for 5 years:

FY2020/21, \$10,200

FY2021/22, \$10,200

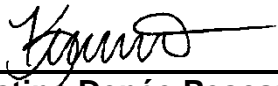
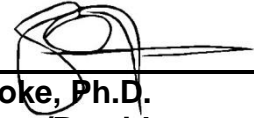
FY2022/23, \$10,200

FY2023/24, \$10,200

FY2024/25, \$10,200

RECOMMENDATION

For information only.

Subject:	Attachment:
Instructional Services Division Report	None
Category:	Type of Board Consideration:
College-Related Reports	<div> <div>✓</div> <div>Information</div> <div>Consent</div> <div>Action</div> </div>
Institutional Goals:	Institutional Goal Supported:
mcc_mission_statement.pdf (miracosta.edu)	<div> <div>Goal 1</div> <div>Goal 2</div> <div>✓ Goal 3</div> <div>Goal 4</div> </div>
Recommended:	Approved for Consideration:
 <hr/> Kristina Denée Pescarmona Assistant Superintendent/Vice President, Instructional Services	 <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

Instructional Services & Library (Zhenya Lindstrom, Sarah Carpenter, Lauren McFall, Michelle Ohnstad, Amy Paopao)

Instructional Services & Library

On January 15 the Learning Commons held its first OC1200 building-wide retreat to provide Learning Commons faculty, staff, and administrators with the opportunity to build community and discuss communication protocols for various building emergencies. The Vice President of Instructional Services and Chief of Police facilitated a presentation and discussions on emergency scenarios and action steps.

Academic & Career Pathways (ACP) Success Teams

ACP Success Teams have welcomed two new Academic Services Coordinators: Aankia Khatri for Business & Technology and Olivia Elmer for Math & Sciences. The teams launched 30-minute coaching sessions for first-year students, offered in person, via Zoom, or by phone. These sessions have had an 80 percent attendance rate and provided valuable insights into student needs, including financial aid, academic and career counseling, and navigating SURF. Particularly, adult learners found these sessions helpful in building their confidence as they mentioned having anxiety being a new college student. Success teams also served over 500 students through the fall semester with co-curricular programming focused on community building and career exploration.

TargetX/Salesforce Customer Relationship Management (CRM) Implementation

Check-in systems for key student services have been successfully deployed and integrated into TargetX/Salesforce enabling efficient tracking of service utilization. The REACH project was completed, supporting the Accelerated Certificate Pathways cohorts through effective management in TargetX. A new form was developed to gather faculty interest in ACP Success Team classroom visits that automatically populates a faculty's class schedule in a drop-down menu.

Dual Enrollment

CCAP and Non-CCAP total enrollments for the 2024/25 academic year are at 1,087 and spring 2025 dual enrollment courses are underway. The Measure X grant will fund 13 paid dual enrollment interns this spring. Planning for 2025/26 course offerings is in progress with the three local school districts, focusing on transferable general education and intentional pathway courses.

Additionally, the program continues strengthening its presence in K-12 schools through virtual orientations and in-person outreach events. To comply with the [SB1244](#) 60-day response requirement, the program has established a formal K12 dual enrollment partnership request form to receive, address, and track responses.

Contextualized Learning

Two general education courses are currently contextualized for ACPs – *Introduction to Sociology for Health Sciences* (offered in Fall and Spring) and *Introduction to Sociology for Business and Tech* (new this semester). Student feedback highlights the impact of the Health Sciences course, emphasizing a deeper understanding of healthcare as a social responsibility, the complexities of healthcare access, and the broader systemic factors influencing patient well-being. The Spring 2025 Light the Fire (LTF) workshop will invite faculty to contextualize their general education courses for one of the ACPs. The summer 2025 workshop will invite new faculty who have not previously attended LTF for professional development in redesigning their courses under the framework of guided pathways for student success.

High School Articulation/Credit by Exam for High School Students

In fall 2024, 733 high school students earned credit through a high school Career Technical Education (CTE) course. Across nine school districts and charter schools, there is an estimated 7,000 high school CTE enrollments for spring 2025.

The Learning Centers (TLC)

In fall 2024, over 3,010 students utilized the spaces at The Learning Centers across all locations, with 1,800 receiving direct support through 8,936 sessions across 250 courses. Most interactions were at the remodeled facilities on the Oceanside Campus. For spring 2025, the TLC is continuing in-class support, collaborating with 39 faculty for embedded support in 38 courses and Supplemental Instruction (SI) in 13 courses. Faculty Coordinators have boosted faculty engagement through tours, faculty office hours in the centers, and introducing the "Faculty Corner," which is a dedicated space for faculty to interact, discuss, and engage with students. In January, the TLC Leadership Team conducted training for 144 student workers and apprentices, including 20 new hires who will fill coverage gaps in the spring. Learning Coaches attended the Umoja Conference and the online International Writing Center Association Conference, where the Writing Center was featured in a presentation on strong Linguistic Equity practices by the director of CSU Stanislaus' Writing Center.

Library

The Student Technology Loan Program saw continued growth in requests for laptops and hotspots, addressing technology access needs for students. Over 1,100 requests were completed in fall 2024, including more than 500 students who rolled their equipment loans into spring 2025. The library invites the community to experience the inaugural digital exhibit: "The Tuskegee Airmen" at the Oceanside Campus. This digital exhibit explores innovative ways to share stories and history. Online learning continues to grow to offer information literacy instruction. Improved methods for teaching online students have led to an increase in the number of Class Guides and accompanying videos developed for asynchronous online classes.

School of Arts, International Languages & Ethnic Studies (Jonathan Fohrman, Eric Bishop Leigh Cotnoir, Matt Falker, Lauren Greenwald, Emiko Kiyochi, Dave Massey, Olivia Quintanilla)

The opening of the new Media Arts building has been an exciting development this semester. With the move, it completes the consolidation of arts programs into a remarkable hub for arts students. The Creative and Applied Arts Academic and Career Pathways Success Team has created a program for the semester that makes use of the hub to provide added opportunities for academic and career counseling, peer mentoring, community building, and arts-career focused workshops. The arts programs are excited for the upcoming ribbon-cutting ceremony scheduled for March 26 to celebrate the opening of the building.

Music student, Darren Binkowski, was just announced as the winner of the Jack Stone Award for New Music for his composition, "Foxtrot." This was a national competition offered by New Music Engine, a national organization that promotes new music, which includes a cash award, and a paid trip to San Antonio where Darren will be able to participate in a master class and will have his composition performed by John E. Godoy and Lux Musicae in the Palmetto Center for the Arts at Northwest Vista College. On January 31, Professor Matt Falker was a featured artist in a vocal jazz festival at Concordia College (Minnesota) and in December, the MiraCosta Oceanside Jazz Orchestra (MOJO) participated in the Encinitas Holiday Parade.

On January 22, Ethnic Studies professors, Olivia Quintanilla and Katherine Steelman were featured panelists at UCSD's Ethnic Studies Colloquium, which was focused on community college teaching.

Professor of Japanese, Emiko Kiyochi, has long supported activities related to the sister city relationship between Fuji, Japan and Oceanside. She has previously contributed short segments for local radio in Fuji and has recently hosted visitors from the Fuji City government's Tourism Exchange division. They have asked if she and some MiraCosta students would put together another short radio segment featuring our program, and that is presently in the works.

School of Continuing & Community Education (John Makevich, Bea Aguilar, Erica Duran, Angela Senigaglia, Mariana Silva, Tom Tubon)

Continuing Education (Noncredit)

Continuing Education collaborated with the San Diego Housing Federation to host a two-part virtual Affordable Housing Job Fair. This event, held over two consecutive Fridays, connected students from the noncredit Affordable Housing Management classes directly with industry employers through interactive Zoom sessions.

The Community Learning Center (CLC) community outreach efforts have grown substantially, showcasing a 94 percent increase in engagement compared to the previous year. This remarkable growth reflects strengthened partnerships with community organizations, particularly those focused on supporting Spanish-speaking families in the area. In November, the CLC hosted a vibrant gathering for Independent Life Skills students and their families, welcoming over 200 attendees. This event provided a supportive environment for social interaction, networking, and shared learning experiences, reinforcing the goal of promoting lifelong learning and holistic student development.

In September, the annual Expressions Celebration at the CLC honored the publication of the *Expressions* magazine, a collection of student-created stories, poetry, and artwork. With over

100 participants, this event celebrated student achievement in arts and literature, nurturing creativity and a sense of belonging within the MiraCosta community.

Community Education and Workforce Development

With a \$2.06M Department of Energy grant awarded in August, MiraCosta's Technology Career Institute (TCI) launched workforce development initiatives in renewable energy. These programs aim to prepare students for high-demand careers while fostering innovation in clean energy and sustainability.

TCI is partnering with faculty in biotechnology and industry leaders like Open Biopharma to explore food safety programming, aligning with regional workforce needs. Additionally, cross-departmental collaborations with allied health and nursing programs are advancing our Biomedical Equipment Technician (BMET) program to address critical gaps in medical device repair and maintenance.

In response to increasing demand, the College for Kids (C4K) program will expand to four weeks during summer 2025, split between the Oceanside and San Elijo campuses. A specialized C4K camp will introduce students to emerging career opportunities in biotechnology, biomanufacturing, and related industries, supporting MiraCosta's focus on future-ready education.

December marked key milestones for TCI with graduation events celebrating student achievements in the Biomedical Equipment Technician, Engineering Technology, and Uniquely Abled/Machinist programs, exemplifying dedication to workforce success.

During the fall 2024 semester, three Tech Tuesday events engaged over 65 students and industry professionals, featuring guest speakers who explored career pathways in cutting-edge sectors like AI, autonomous drone technologies, and the space industry.

TCI received nine new grants in the last quarter totaling more than \$2.1M.

School of Nursing, Health & Wellness (Danielle Lauria, Robert Fulbright, Alison Phinney)

Nursing and Allied Health (NAAH)

The Nursing and Allied Health (NAAH) Department hosted a Welcome Back event for all nursing and allied health programs. The event was well attended by students in all programs.

The Certified Nursing Assistant (CNA) program currently has a full cohort of 20 students enrolled. The program boasts a 100 percent pass rate in clinical skills and a 97.7 percent pass rate on the written state exams. For students pursuing employment after completing the program, the average job placement rate exceeds 80 percent. The ongoing support from the Rupe Foundation grant has been invaluable, supplying essential resources such as textbooks, workbooks, scrubs, medical devices, and coverage for state exam fees. In 2024, a total of 86 students completed the course, achieving a strong retention rate of 96.62 percent.

The Home Health Aide (HHA) program was reintroduced for the first time since 2021 and student feedback has been overwhelmingly positive, with many highlighting the program's practical nature and its potential for career advancement, particularly in becoming a Certified Home Health Aide (CHHA). The continued support from the Rupe Foundation grant has been essential, providing critical resources such as textbooks, scrubs, and medical devices.

The Medical Assisting (MA) program has a cohort of 15 students going out on extern this spring. The program boasts a 93 percent pass rate on the Certified Billing and Coding National Certification Exam. The program is in the second year of a grant with TrueCare Healthcare organization, which is providing ten students with scholarships and clinical placements for the MA program. This is the first year offering two MA program prerequisites, Medical Terminology and Body Systems, through dual enrollment with Oceanside Unified School District (OUSD). For the first time, the clinical MA program will be placing two students within Tri-City Medical Center (TCMC) outpatient clinics for clinical rotations.

The Licensed Vocational Nursing (LVN) program had 34 LVNs take the board exam with a 91 percent passage rate. Job placement for the students who have taken the board exam is 100 percent. There are currently 17 full-time LVN students and 16 part-time LVN students enrolled in the program. The LVN program is actively recruiting new facilities for clinical placement.

In December 2024, the Registered Nursing (RN) program graduated 29 students from the associate's degree in nursing (ADN) program. During the pinning ceremony, students received a scholarship to cover costs associated with obtaining their RN license (application fees, fingerprinting fees, etc.). Currently, 19 of the December graduates have taken the nursing licensure exam and successfully passed.

Kinesiology, Health, and Nutrition (KHAN)

The Kinesiology, Health, and Nutrition (KHAN) Department faculty, staff and students are enjoying the new KHAN facilities including the classroom, faculty offices, two studios, and the Wellness Center. The students are now able to pursue an AA degree in Liberal Arts with an emphasis in Kinesiology, Health, or Nutrition, Yoga (*200 or 300 hour*) certifications, Fitness Nutrition Specialist certificate, or a Personal Fitness Trainer certificate all in our brand-new learning space.

School of Humanities, Communication Studies and Math (Lauren Halsted, Mary Gross, Jade Hidle, Isabel Luengo, Tyrone Nagai, Anthony Ongyod, Leila Safaralian)

Students in the ESL program recently had a meaningful interaction with the award-winning writer Francisco Jimenez, after reading his book *Breaking Through* in class. Students wrote letters to the author, and in them they described their own personal stories of overcoming struggles while pursuing higher education. The letters were a testament to the impactful literature we read with our students and the ways in which it shapes and influences their lives. The author responded to the students and shared his admiration of them and thanked them for sharing their personal stories.

School of Natural and Social Sciences (Dr. Mike Fino, Megan Allison, Suzie Bailey, Robert Bond, Steve Eso, Bruce Hoskins, Dominique Ingato, Paul Katson, Kent McCorkle, Erika Peters, John Phillips, Jessica Perez-Corona, Terri Quenzer, Keau Wong)

Building 13, the Chemistry and Biotechnology Building, is now active and filled with classes this semester. The space is truly unmatched with the level of student-centered attention towards hands-on learning experiences with state-of-the-art equipment.

Biotechnology

Biotech Department Chair, Dr. Dominique Ingato, was selected to present during a Spotlight Session of the [DREAM 2025 Conference](#) being held in Philadelphia in February. Being invited to present at a Spotlight Session allowed Dr. Ingato to include Dr. Cooke for the session

framing. The presentation is titled, “Promoting economic mobility for bioscience students across the California Community College System.”

MESA Program

The MESA Program has seen significant growth in recent semesters. The MESA Center provides counseling, tutoring, and a space for students to connect. As of spring 2025, there are 72 MESA Scholars, with 12 students applying for transfer.

MESA students have participated in events like the SDSU College of Engineering Open House, SDSU MESA Shadow Day, and the [Border Region Talent Pipeline](#) Internship at Encodia in San Diego. In fall 2024, two students were selected as [NASA Community College Aerospace Scholars](#).

Sociology

Professor Kat Soto-Gomez partnered with MiraCosta’s Foundation to successfully apply for an award through the Healing Through Nature Initiative offered by the Prebys Foundation. The proposal titled, “Seeding Justice Empowerment Circles,” builds on the work of the Roots of Justice program by adding a new component to address mental health and wellness for formerly incarcerated students. Soto-Gomez is also collaborating more broadly with Student Health Services and is bringing in new outdoor seating and furniture for the campus community to enjoy the beautiful grounds in Horticulture.

Bioscience Workforce Development Hub

National Science Foundation (NSF)

Since September 2024, the NSF Experiential Learning for Emerging and Novel Technologies CA Regional Biomanufacturing Work-Based Learning (WBL) Project has facilitated 400-hour, part-time experiential learning placements for seven students from MiraCosta and Miramar at three biotech companies. To date, 26 students from four community colleges in three regions have been placed in eight companies.

The NSF ATE BioSCOPE (Bioscience Supply Chain Operations Projects for Education) organized hands-on and online workshops to train California Community College bioscience faculty to train students in supply chain operations to manufacture biotech kits applying quality, compliance, and good manufacturing practices (GMP).

Additionally, two online CAST (Center for Applied Special Technology) workshops introduced bioscience faculty and employers to accessible learning and Universal Design for Learning.

California Apprenticeship Initiative (CAI), CCCCCO

Since September 2024, the CAI Food Safety and Biotech, Compliance, and Quality pre-apprenticeship grant project continues to expand, adding 21 new registered pre-apprentices, for a total of 147. Seventeen pre-apprentices advanced to the CAI Apprenticeship Program for Food Safety and Biotech Compliance and Quality for a total of 72 registered apprentices.

The Clinical Lab Science Planning Grant is supporting the preliminary development of a registered Clinical Laboratory Science training program in partnership with Tri-City Medical Center. Tri-City has approved the project and is in the process of finalizing registration for a training lab. MiraCosta is developing the training curriculum and delivery mechanism for this pilot initiative.

School of Career Education (Dr. Al Taccone, Paul Clarke, Claudia Flores, Ruben Gomez, Steve Isachsen, Nate Scharff, Catherine Walker, Cheryl Brown, Traci Cole)

Small Business Development Center

The Small Business Development Center (SBDC) has been responsible for 248 new business starts, \$166 billion in increased sales, \$374 million in capital infusion, \$36 million in government contracts, 1,900 jobs created, 5,200 businesses counseled, 1,062 training events, 11,000 trainees attended training events. Small business advising has expanded to Banner Bank in Escondido. A permanent onsite presence on the MiraCosta College Oceanside Campus is forthcoming starting with the spring 2025 semester. Finally, 20 recent “Get Certified Today” workshop attendees earned their certifications.

Veterans Business Outreach Center

The SoCal VBOC (Veterans Business Outreach Center) achieved greater than 100 percent of their goals by providing 37 training events, 47 Boots to Business sessions, and 16 Boots to Business Reboot sessions that offer small business veteran owners updated training to enhance their business’ success.

Child Development Department

In spring 2024, the Child Development department embarked on an exciting educational collaboration with the Childcare Providers United Training Fund (CCPU) in spring 2024. This collaboration provides CCPU participating family childcare providers with 12 units of child development courses offered 100 percent in Spanish with their full tuition and fees reimbursed. In December 2024, 100 percent of the students successfully completed the program and received their certificates at a celebration held on the Oceanside Campus.

Child Development Center

The Child Development Center (CDC) continues to support the education requirements of our child development program students by providing practicums in the center that will account for their 99 required practicum hours. Ten international high school students are currently volunteering at the CDC. MiraCosta College nursing students continue to complete their pediatric rotation at the CDC while Service Learning students also complete up to 15 hours at the CDC. On May 16, the Child Development Center will welcome the community to the “Celebration of Learning” event that will be held from 5:00 to 7:30 pm.

The Business Administration and Computer Science departments were renewed as Preferred Providers of education recognized by the San Diego EDC that prepares students in our region for high demand and high wage jobs.

Career Education (Benjamin Gamboa, Stacey Mathis, Viviana Rodriguez, Molly Ash)

Through regional and local Strong Workforce grant investments, faculty are working with industry partners to develop two new programs: Psychiatric Technician and Pharmacy Technician apprenticeships. The RN, LVN, and LVN to RN Programs at MiraCosta have been working toward accreditation from the Accreditation Commission for Education in Nursing (ACEN) to expand transfer and employment opportunities. All three programs are meeting established timelines for the submission of the Candidacy Presentation in spring 2025.

Fifteen faculty from across the college are participating in the final cohort of the SWP Regional Faculty Institute, developing action plans to improve student retention and success for equitable outcomes. The Computer Studies and Information Technology expanded AI integration by adding AI licenses and virtual reality headsets to CSIT courses. Computer

Science students participated in the Southern California Regional Championship of the International Collegiate Programming Contest (ICPC) where Team 1 earned 1st Place among all community colleges.

The Director of Apprenticeships Program Development was hired using funding from \$3.6M California Apprenticeship Initiative grants. The director is collaborating with grant partners, local businesses and K-12 partners to enhance program implementation. Employer focused events have connected local IT businesses with faculty to strengthen program alignment. The first cohort of pre-apprentices in software engineering, data analysis, cybersecurity, digital marketing, and IT support will begin in spring 2025.

Career Studies & Services

In collaboration with Academic Career Pathways and other campus services, Career Studies & Services (CS&S) hosted Majorfest in October, connecting over 400 students to career pathways. CS&S expanded dual enrollment internships with Oceanside Unified School District and contributed to the K-16 Collaborative to increase paid internship opportunities in one of San Diego Regional EDC employer verified programs.