



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

**REGULAR MEETING
4 P.M. – THURSDAY – MARCH 27, 2025
CONFERENCE ROOM 1131 – SAN ELIJO CAMPUS
3333 MANCHESTER – CARDIFF, CA**

AGENDA

I. CALL TO ORDER AND REPORT OUT FROM CLOSED SESSION

II. FLAG SALUTE / ROLL CALL

III. APPROVE MEETING MINUTES

- A. Special Meeting/Closed Session of February 20, 2025
- B. Regular Meeting of February 20, 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. Sabbatical Leave Report – Professor Afifa Zaman

VII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions

- B. Ratify Memorandum of Understanding 25-01 Between the MiraCosta Community College District and the MiraCosta College Academic Associate Faculty
- C. Approve Classification of New Position and Job Description for Clinical Placement Coordinator
- D. Approve Reorganization of Select Classified Staff Positions in the Art Department
- E. Approve FF&E Purchase of Outdoor Furniture from Corporate Spaces, Inc. DbA: Parron Hall for Chem/Biotech Building – Oceanside Campus
- F. Approve Purchase for AV Technology Equipment Replacement, Event Support Hardware and Supplies
- G. Approve the Purchase of Network Switches/Infrastructure Equipment
- H. Award Contract for RFP#08-25 Independent Audit Services
- I. Approve Service Agreement with Clear Digital Labs, LLC for the California Apprenticeship Initiative Digital Marketing Grant
- J. Approve Award Bid 10-25 Bottled Water – Delivery and Related Products
- K. Ratify and Approve Contracts and Purchase Orders

VIII. ACTION ITEMS

- A. Adopt Resolution No. 12-24/25 – Excuse Board Member Absence (Conklin)
- B. Approve Submission of 2025 California Community Colleges Trustee Board Election Ballot
- C. Approve Memorandum of Understanding between the MiraCosta Community College District and the MiraCosta College Foundation
- D. Adopt Resolution No. 13-24/25 to Provisionally Withdraw Membership from the San Diego County Risk Management Worker's Compensation Joint Powers Authority prior to March 31, 2025

IX. PERIODIC REVIEW – BOARD POLICIES (Action Required)

- A. Board Policy 3250 – Institutional Planning
- B. Board Policy 4070 – Course Auditing
- C. Board Policy 5052 – Student Open Enrollment

X. SECOND READ – BOARD POLICIES (Action Required)

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

XI. 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

XII. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

XIII. ADJOURNMENT

UPCOMING MEETING

**4 p.m. – April 17, 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 Trustee's website at <http://www.miracosta.edu/OfficeOfThePresident/BoardofTrustees/Agendas.htm>. Such writings will also be available at the board meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Jeanne Koschwanez, executive assistant to the superintendent/president, at 760.795.6610 or by email at jkoschwanez@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 jkoschwanez@miracosta.edu.



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

MINUTES OF CLOSED SESSION MEETING

**FEBRUARY 20, 2025
(DRAFT)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in closed session on Thursday, February 20, 2025, in Room 1054 at the Oceanside Campus. President Rick Cassar called the meeting to order at 2:01 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar	Frank Merchat
Raye Clendening	Anna Pedroza
Heather Conklin (via Zoom)	Jacqueline Simon
Ann Crosbie	

Administrators present:

Superintendent/President Sunny Cooke
Assistant Superintendent/Vice President of Human Resources Charlie Ng
Assistant Superintendent/Vice President of Human Resources Hayley Schwartzkopf

Others present:

Legal Counsel Meredith Karasch (virtually)

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

None.

IV. DECLARE NEED FOR CLOSED SESSION

At 2:01 p.m., the board announced the need to enter closed session, along with Superintendent/President Cooke and Assistant Superintendent/Vice President Charlie Ng, to discuss the following topics:

A. Conference with Labor Negotiators

(Pursuant to Government Code Section 54957.6)

Agency designated representatives: Superintendent/President Sunita V. Cooke, Assistant Superintendent/Vice President, Human Resources Charlie Ng and Hayley Schwartzkopf.

Employee organizations: All Groups

B. Employee Discipline/Dismissal/Release, Number of Potential Cases: 1

(Pursuant to Government Code section 54957)

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

At 3:19 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 and Hayley Schwartzkopf.

Employee organizations: All Groups

No report.

B. Employee Discipline/Dismissal/Release, Number of Potential Cases: 1

(Pursuant to Government Code section 54957)

No report.

VI. ADJOURNMENT

The meeting adjourned at 3:19 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

**FEBRUARY 20, 2025
(DRAFT)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, February 20, 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

Anne Crosbie

Frank Merchat

Anna Pedroza

Jackie Simon

Rahime Demirci (Student Trustee)

Absent: Heather Conklin

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. Workshop of January 16, 2025

B. Special Meeting/Closed Session of January 23, 2025

C. Regular Business Meeting of January 23, 2025

By motion of Trustee Simon, seconded by Trustee Merchat, the board approved the minutes of the workshop of January 16, 2025.

Vote: 6/0/0

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

Abstentions: None

Absent: Conklin

By motion of Trustee Simon, seconded by Trustee Clendening, the board approved the minutes of the special meeting/closed session of January 23, 2025.

Vote: 6/0/0

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

Abstentions: None

Absent: Conklin

By motion of Trustee Clendening, seconded by Trustee Simon, the board approved the minutes of the regular business meeting of January 23, 2025.

Vote: 6/0/0

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

Abstentions: None

Absent: Conklin

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

Gabriella McField and Andrew McKinnel, both members of the Spartan Society for Political Action addressed the board regarding the need to expand library hours.

V. CHANGES IN AGENDA ORDER

None.

VI. PRESENTATIONS

A. FY2024 Annual District and Measure MM Audit Report

Assistant Superintendent/Vice President of Administrative Services Tim Flood introduced Rachel Green, a representative from the audit firm Edie Bailey, LLP, who presented the audit report. The report thoroughly examined financial statements, internal controls, and compliance with federal and state regulations. The results of the audit, outlined in the June 30, 2024, Audit Report, confirmed the district's strong financial standing. The financial statements received an unmodified opinion, the highest possible rating, indicating compliance with financial reporting standards. The Federal Awards earned an unmodified opinion, verifying compliance with federal program requirements, and the state compliance received an unmodified opinion, confirming adherence to state program guidelines.

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

Consent Item I, J, K were pulled for discussion.

By motion of Trustee Merchat, seconded by Trustee Clendening, consent items A-H and L-O and were approved.

Vote: 6/0/0

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

Abstentions: None

Absent: Conklin

By motion of Trustee Clendening, seconded by Trustee Merchat, consent item I, J, and K were approved.

Vote: 6/0/0

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

Abstentions: None

Absent: Conklin

On these three items, Trustee Merchat noted that with all of the things that have gone on over the past days and years – an average of about 2.5% over what was originally projected or 0.7% over is awesome.

VIII. ACTION ITEMS

A. Approve FY25/26 Nonresident Tuition Fee

By motion of Trustee Merchat, seconded by Trustee Clendening, the board approved the FY25/26 Nonresident Tuition Fee as presented.

Vote: 6/0/0

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

Abstentions: None

Absent: Conklin

B. Approve WASC AHS Accreditation Report

By motion of Trustee Clendening, seconded by Trustee Merchat, the board approved the WASC AHS Accreditation Report as presented.

Vote: 6/0/0

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

Abstentions: None

Absent: Conklin

C. Consideration and Adoption of Resolution 8-24/25 to Reduce or Eliminate Specially Funded Classified Services.

By motion of Trustee Clendening, seconded by Trustee Simon, the board considered and adopted Resolution 8-24/25 to Reduce or Eliminate Specially Funded Classified Services.

Vote: 6/0/0

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

Abstentions: None

Absent: Conklin

IX. SECOND READ – BOARD POLICIES (Action Required)

A. Board Policy 3810 - Claims Against the District

By motion of Trustee Merchat, seconded by Trustee Pedroza, the board adopted Board Policy 3810 as presented.

Vote: 6/0/0

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

Abstentions: None

Absent: Conklin

B. Board Policy 4300 – Field Trips

By motion of Trustee Merchat, seconded by Trustee Pedroza, the board adopted Board Policy 4300 as presented.

Vote: 6/0/0

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

Abstentions: None

Absent: Conklin

C. Board Policy 6340 – Bids and Contracts

By motion of Trustee Merchat, seconded by Trustee Pedroza, the board adopted Board Policy 6340 as presented.

Vote: 6/0/0

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

Abstentions: None

Absent: Conklin

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

By motion of Trustee Merchat, seconded by Trustee Pedroza, the board adopted Board Policy 6700 as presented.

Vote: 6/0/0

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

Abstentions: None

Absent: Conklin

E. Board Policy 7340 – Leaves

By motion of Trustee Merchat, seconded by Trustee Pedroza, the board adopted Board Policy 7340 as presented.

Vote: 6/0/0

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

Abstentions: None

Absent: Conklin

X. FIRST READING – BOARD POLICIES

A. Board Policy 7110 – Delegation of Authority – Human Resources

Board Policy 7110 was reviewed and discussed and will be brought to the board for a second read and adoption at a future meeting.

B. Board Policy 7150.1 – Evaluation – Academic Administrators

Board Policy 7150.1 was reviewed and discussed and will be brought to the board for a second read and adoption at a future meeting.

C. Board Policy 7160 – Professional Development

Board Policy 7160 was reviewed and discussed and will be brought to the board for a second read and adoption at a future meeting.

XI. INFORMATION

A. Second Quarter Fiscal Report – 311-Q

The Second Quarter Fiscal Report was reviewed for information.

B. Annual District and Bond Measure MM Audit Services for FY2024/25

The Annual District and Bond Measure MM Audit Services for FY2024/25 was reviewed for information.

XII. COLLEGE-RELATED REPORTS

A. Trustees Activities

Trustees Pedroza, Merchat, Crosbie, Clendening, and Simon attended the Annual San Diego and Imperial Counties Community Colleges Association (SDICCCA) Dinner in the City of Imperial on Thursday, February 13, 2025.

Trustees Pedroza, Merchat, Crosbie, and Clendening attended today's Congressional public hearing on the impact of educational funding with Congressman Mike Levin, to discuss key issues facing community colleges. Trustee Clendening was one of the panelists.

Trustee's Clendening, Crosbie, Conklin, and Simon attended the CCLC Annual Trustee Workshop and Legislative Summit in Sacramento.

Trustee's Clendening and Conklin attended the Annual ACCT Legislative Summit in Washington DC.

Trustee Crosbie accompanied staff on a Zoom meeting with Assemblymember Boerner's office and participated in a Day of Action in Sacramento advocating for full funding of the Individuals with Disabilities Education Act (IDEA). As part of this effort, she joined a rally at the Capitol to meet with legislators and highlight the importance of equitable education funding.

President Cassar attended the Cardiff Market at the San Elijo campus. He also welcomed Hayley Schwartzkopf back to the college and personally thanked Charlie for his good work over the past 11 ½ years.

B. Students

Student Trustee Rahime Demirci expressed appreciation for the opportunity to participate in legislative advocacy efforts in Sacramento, where she shared firsthand experiences with legislators and highlighted the challenges community college students face. She also extended gratitude for the Board's ongoing support in these advocacy efforts.

In student engagement updates, applications for the commencement speaker and artist are now open, and they are encouraging students to apply for these opportunities. Club Rush was successfully held last month, featuring many new clubs and enthusiastic student participation. Associated Student Government (ASG) is actively planning upcoming events across multiple campuses and preparing for the election season by distributing information to increase student awareness and participation.

C. Classified Employees

Classified Senate President Omar Jimenez, reported that MiraCosta College is continuing its partnership with the Institute for Evidence-Based Training, the organization that introduced the Caring Campus initiative. In collaboration with Human Resources, the college is developing an annual update to assess the program's progress and highlight new initiatives.

A coaching model is being developed specifically for classified employees and classified administrators as part of these efforts. The goal is to fully implement this initiative by summer 2025, strengthening support and engagement for classified professionals across the district.

D. Faculty

Academic Senate (AS) President Curry Mitchell reported on the 5th Friday event on January 31, when the college hosted a summit on AI topics and tools, which evolved from a collection of ideas into a full-scale conference. The event utilized a HyFlex and interactive format, allowing in-person and remote participants to engage in meaningful discussions. The summit provided a space to explore the complexities of AI in education, emphasizing a collective approach to integrating AI-related topics rather than forming a new committee.

The Academic Senate has been refining its priorities, particularly as AI-related challenges to shape the educational landscape. The focus remains on supporting vulnerable student populations while helping faculty navigate AI complexities with teaching and learning at the core. A review of rules, bylaws, and subcommittee structures is underway to ensure alignment with emerging priorities.

Mitchell also reported that he and Assistant Superintendent/Vice President Pescarmona are working with a team on potential revisions to the academic calendar. They are currently developing recommendations, which will move through the governance process and be presented to the Board in April.

Lastly, he mentioned Perusall, a live annotation tool that enhances classroom engagement. This platform promotes interactive reading experiences, encouraging students to engage with content and actively share their insights in real time.

E. Assistant Superintendents/Vice Presidents

1. Instructional Services

Assistant Superintendent/Vice President Pescarmona stated that her written report is included in the board packet. She also added that the district experienced a 2.5 percent increase in Full-Time Equivalent Students (FTES). Overall enrollment has grown by approximately 2 - 2.5 percent, reflecting a positive student engagement and course participation trend.

2. Student Services

Assistant Superintendent/Vice President Wojcik reported that with graduation approaching, commencement planning has been in progress. Next week, letters will be sent inviting eligible students to participate in the commencement ceremony. These communications will provide important details on how to register, deadlines, and what to expect on the big day. She added that she will miss Charlie and wished him good luck.

3. Administrative Services

Assistant Superintendent/Vice President Flood reported that he will miss Charlie and he has been a true joy to work with. He added that he is excited to work with Hayley.

Bridge construction is making progress, with concrete pouring scheduled for next week. The road is expected to reopen soon, and the project remains on track to have the bridges open well before commencement.

Flood thanked all collaborators, including the Financial Aid team, ICBOC, the Fiscal team, and the broader college community, for their contributions to the audit process. He noted that the college is also assessing the impact of new tariffs on construction costs. Unfortunately, initial estimates indicate a 3-5 percent increase, with long-term impacts potentially reaching 7 percent. Additionally, the recent fires in Los Angeles are expected to create regional challenges, affecting construction timelines due to increased demand for demolition services, hazardous material removal, and labor availability throughout Southern California.

4. Human Resources

Assistant Superintendent/Vice President Ng welcomed Hayley Schwartzkopf as his replacement. He said the executive management team has been an absolute privilege to work with, demonstrating exceptional leadership and collaboration.

He issued a heartfelt thank you to the Human Resources Division, Faculty Assembly, Associate Faculty, Classified Professionals, and Administrators for their dedication and support. He has been honored to work with the best board, whose vision and leadership have made a lasting impact.

He sincerely appreciates everyone who has played a role in his career—their contributions have left an outstanding imprint on his journey.

F. Superintendent/President

Superintendent/President Cooke reported that the college successfully hosted a field hearing on campus with only a week's notice, thanks mostly to Kristen Gonzales's work and that of the PIO Department, Police Department, and IT. The behind-the-scenes work ensured smooth execution, and all went very well with over 110 listeners.

Cooke recognized Dr. Wendy Stewart who has been instrumental in navigating national conversations on higher education policy, particularly in response to federal challenges regarding diversity, equity, and inclusion (DEI) initiatives. MiraCosta continues collaborating with national organizations and colleges nationwide to strategize and uphold its commitment to equitable education. Also, Dr. Stewart's work in Futures planning will be shared with the board and with national groups.

Cooke further reported that she and a team of 12 people attended the Annual Achieving the Dream Conference in Philadelphia this week and she was able to facilitate the Opening Plenary, which included Ruha Benjamin, who discussed her book *Imagination: A Manifesto*. She added that we are hoping to host her in the future to discuss our campus book read titled *Viral Justice*.

A second “spotlight presentation” was facilitated by our Bio manufacturing team, including Dr. Cooke, Dean Mike Fino, and Department Chair Dominique Ingato titled *Promoting Economic Mobility for Bioscience Students Across the California Community College System*.

MiraCosta continues to demonstrate strong financial management, achieving clean audits yearly despite challenges posed by pandemic-related funds and financial aid deadlines. Additionally, the college complies with a statewide 50% law audit, and the Other Post-Employment Benefits (OPEB) fund is fully funded, putting MiraCosta in a strong financial position compared to many institutions statewide.

Finally, she expressed gratitude to Tim Flood, who has announced his retirement effective July 4, 2025, and Charlie Ng, whose contributions have greatly benefited the institution. There will be a sendoff for Charlie tomorrow at the Student Pavilion from 1-3 p.m., and she stated that she is happy to have Hayley back at MiraCosta College.

XIII. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS





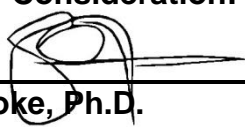
XIV. ADJOURNMENT

The meeting adjourned at 5:35 p.m.

MINUTES APPROVAL:

Rick Cassar
President

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

Subject: Sabbatical Leave Report – Professor Afifa Zaman	Attachment: None
Category: Presentations	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%;"/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The Board of Trustees periodically receives sabbatical leave reports from faculty members.

STATUS

In this presentation, Dr. Zaman will share key findings from her sabbatical leave project, which centered on her doctoral studies and research at the University of Southern California. Her dissertation, *Educational Experiences and Psychosocial Well-Being of Newcomer Afghan Refugee Students in California Community Colleges*, examined both secondary data from the California Community Colleges Chancellor's Office and qualitative interviews with students who arrived after August 2021. She will highlight key insights from these findings and provide recommendations to better support refugee-background students.

RECOMMENDATION

For information only.

Subject: Ratify Recommendations of Superintendent/President in Approving Personnel Actions	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>
Recommend: Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources	Approved for Consideration: Sunita V. Cooke, Ph.D. Superintendent/President

STATUS

1. Employment of regular classified employee Ivette Martinez, Student Services Specialist, Student Services - CLC, position P-12507, classified salary range 21, step 2, \$6,208.83 per month, full-time, 12 months per year, effective March 10, 2025. Ivette was selected through an open recruitment process.
2. Permanent change of assignment for the following classified employees:

Kimberly Holmes, Administrative Support Assistant III, Honors, position P-07343, has accepted the position of Cashier II, Cashiering Services, position P-00100, classified salary range 17, step 2, \$5,533.66 per month, full-time, 12 months per year, effective March 24, 2025. Kimberly was selected through an open recruitment process.

Inger Hopkins, Financial Aid Technician, Financial Aid Processing, position P-05840, has accepted the position of Financial Aid Supervisor, Financial Aid & Scholarships, position P-05489, classified salary range 31, step 5, longevity year 10, \$10,369.33 per month, full-time, 12 months per year, effective March 3, 2025. Inger was selected through an open recruitment process.

Brenda Cruz, Academic Records Evaluator, Admissions & Records, position P-00009, has accepted the position of Assistant Business Systems Analyst, position P-00076, classified salary range 25, step 5, longevity year L-1, \$8,099.17 per month, full-time, 12 months per year, effective February 11, 2025. Brenda was selected through an open recruitment process.
3. Temporary reclassification per Section H.5.0, Classified Senate Employee Manual, for classified employee Cole Bezzant, Career Studies & Services Internship & Technical Specialist, Workforce IOA, position P-00114, will serve as Interim Student Employment Coordinator, Employment Services, classified salary range 26, step 5, longevity year 8, \$8,712.25 per month, full-time, effective March 17 – June 30, 2025.

4. Temporary change of assignment for classified employee Caroline Hallman, Library Technician I, Public Services, P-00267, will continue increase in hours from 18 to 38 hours per week, effective September 10, 2024 – May 31, 2025.
5. Employment of the following associate faculty members for the 2025 spring session, payable in accordance with the Collective Bargaining Agreement for Academic Associate Faculty:

Micael	Maya-Peini	Adult High School
Patrick	Conahan	Athletics
Westly	Perryman	Athletics
Cory	Ornelas	Business
Fernanda	Capilla-Murillo	Child Development
Silvia	Kading	International Languages
Michael	Tussey	Media Arts & Technologies
Emmanuel	Valdez	Media Arts & Technologies
Julie	Trepkau	Mental Health Counseling (Pre-Licensed)
Jacob	Sutherland	Political Science



6. 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
Dalia Aziz	Student Services Specialist	Substitute	Student Life & Leadership	\$33.96/hr	2/24/25	6/30/25
Brandon Quandt	Apprentice III	Substitute	STEM Learning Center	\$18.50/hr	2/24/25	6/30/25
Julie Hernandez	Senior Science Lab Associate	Substitute	Chemistry	\$39.24/hr	3/10/25	6/30/25
Julieta Hernandez	Student Services Coordinator	Substitute	Student Equity	\$39.24/hr	3/10/25	6/30/25
Peter Baltazar	Instructional Computer Lab Assistant	Substitute	Technology Support Services Operations	\$26.20/hr	3/10/25	5/23/25
Casey Singleton	Drivers Ed Instructor	Short-term	Community Education & Workforce Development	\$30.00/hr	3/22/25	6/30/25
Robert Salter	Art Model	Short-term	Noncredit, General	\$28.00/hr	3/28/25	6/30/25
Ismael Morales Patino	Apprentice III	Short-term	School of Natural & Social Sciences	\$18.50/hr	3/28/25	6/30/25
Flavio Luis Alonso De Luna Jr	Science Laboratory Technician	Short-term	Chemistry	\$32.99/hr	3/28/25	6/30/25
Blake Bailey	IT Consultant	Short-term	ITS Technology Support Services	\$55.00/hr	3/31/25	6/30/25
Jacob Baker	Campus Aide II	Short-term	Community Education & Workforce Development	\$18.50/hr	6/18/25	6/30/25
Carsten Singleton	College for Kids Instructor	Short-term	Community Education & Workforce Development	\$16.50/hr	6/23/25	6/30/25

Jeanne Santoriello Kaspar	College Health Nurse	Substitute	Health Services	\$41.55/hr	7/1/25	6/30/26
Yolanda Guerra	Health Services Assistant	Substitute	Health Services	\$32.04/hr	7/1/25	6/30/26
Romina Troesh	College Health Nurse	Substitute	Health Services	\$41.55/hr	7/1/25	6/30/26
Rocio Maciel Segovia	Health Services Assistant	Substitute	Health Services	\$32.04/hr	7/1/25	6/30/26
Monia Janet Banuelos Lopez	Instructional Assistant	Short-term	International Languages	\$29.38/hr	7/1/25	6/30/26
Kayla Lauriano	College Health Nurse	Substitute	Health Services	\$41.55/hr	7/1/25	6/30/26

RECOMMENDATION

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

Subject: Ratify Memorandum of Understanding 25-01 between the MiraCosta Community College District and the MiraCosta College Academic Associate Faculty	Attachment: Memorandum of Understanding 25-01
Category: Consent Item	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>
Recommend:  <hr/> Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

A need has been identified to continue the Light the Fire Institute in spring 2025, which has been designed to align with the Title V Hispanic-Serving Institutions (HSI) Grant goals and objectives and with our college's commitment, and several college-wide initiatives and goals. The terms of the attached Memorandum of Understanding ("MOU") extend MOU 24-06 from summer 2024.

STATUS

The district and the MiraCosta College Academic Associate Faculty (MCCAAF) have negotiated the terms and conditions of work to be performed and compensation to be paid and agreed to in the attached memorandum of understanding (MOU).

RECOMMENDATION

Ratify Memorandum of Understanding 25-01 between MiraCosta Community College District and MiraCosta College Academic Associate Faculty, as stated.



MOU Between the
MiraCosta College Title V Grant and
MiraCosta Community College District—Associate Faculty
25-01

This Memorandum of Understanding ("MOU") is entered into by and between the MiraCosta Community College District (hereinafter referred to as "District") and the MiraCosta College Academic Associate Faculty (hereinafter referred to as "MCCAFA") (hereinafter collectively referred to as the "Parties"), and is expressly made pursuant to the Educational Employment Relations Act and the current Collective Bargaining Agreement ("CBA"). The purpose of this Memorandum of Understanding is to allow for the specific project identified below and extends MOU 24–06:

- 1) The Coordinator, Contextualized Learning Communities, in consultation with the Dean, Instructional Services and Vice President, Instructional Services, will be responsible for the design, instruction, facilitation, and project management of a special Spring offering of the Light the Fire Institute.
- 2) The Spring Light the Fire Institute is planned for Saturday, March 29 at the Community Learning Center from 8:30 a.m. to 4:30 p.m.
- 3) Participants of the Spring Light the Fire Institute: A total of 30 faculty will be eligible to participate. Each faculty member selected to participate will receive a one-time stipend equivalent to \$800 upon completion of the institute.
- 4) Compensation for co-presenters: An additional 4 faculty presenters will be compensated with a stipend of \$1200 each for preparation and presentation for the Light the Fire Institute.
- 5) Faculty and the Contextualized Teaching Coordinator will be compensated upon written confirmation by the VPIS to the Payroll Manager after the conclusion of the institute and completion of deliverables. The written communication shall be sent by June 30, 2025.



This agreement will become effective upon approval. It shall expire on June 30, 2025.

Sunita V. Cooke, Ph.D.

Krista Warren

Signature _____ Date _____
Superintendent/President
MiraCosta Community College District

Signature _____ Date _____
President
MCC Academic Associate Faculty

Subject: Approve Classification of New Position and Job Description for Clinical Placement Coordinator	Attachment: Job Description: Clinical Placement Coordinator
Category: Consent Items	Type of Board Consideration: <div style="text-align: center;"> <input checked="" type="checkbox"/> </div> Information Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="text-align: center;"> <input checked="" type="checkbox"/> </div> Goal 1 Goal 2 Goal 3 Goal 4
Recommend:  <hr/> Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The Clinical Placement Coordinator position has been developed in response to the increasing need for dedicated support in managing clinical placements for students, which are a critical component of the Nursing programs. This role serves as a liaison between clinical agencies, faculty, and students to ensure smooth and efficient clinical placements by managing communication, compliance, scheduling, and documentation to support the educational and clinical objectives of the program.

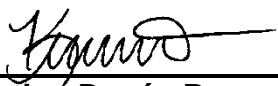

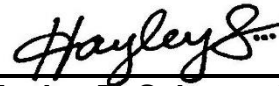

With recent and increasing changes of clinical placement requirements, and the support of grant funding through the Chancellor's Office and state, the Nursing Department is able to establish an 18-hour per week, part-time, permanent position to support these duties.

STATUS

Human Resources recommends to the superintendent/president classification of range 20 for the Clinical Placement Coordinator effective April 1, 2025.

RECOMMENDATION

Approve classification of new position and job description for Clinical Placement Coordinator as stated above.

Subject: Approve Reorganization of Select Classified Staff Positions in the Art Department	Attachment: None
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent <input checked="" type="checkbox"/> Action <input type="checkbox"/>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 <input checked="" type="checkbox"/> Goal 2 <input type="checkbox"/> Goal 3 <input type="checkbox"/> Goal 4 <input checked="" type="checkbox"/>
Recommended:  _____ Kristina Denée Pescarmona Assistant Superintendent/Vice President, Instructional Services	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President
Recommend:  _____ Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The purpose of the proposed reorganization is to transition some of the instructional support in the Art Department to align to current needs and to facilitate enhanced program support and stewardship of resources. The Art Department currently has three Instructional Associate positions; one is currently full-time and is focused on supporting the department as a whole. The other two Instructional Associate positions are part-time, 18 hours per week, and are currently vacant. One position is focused exclusively on supporting the San Elijo Campus and the other is focused on a sub-discipline area, photography. Due to these vacancies, both of these permanent part-time positions are being temporarily backfilled by short-term appointments at the Instructional Assistant level.

The Art program's needs have shifted over time, including the mix of courses and number of sections being offered in specific sub-discipline areas, as well as the number of sections being offered at the San Elijo Campus. MiraCosta College systems have also shifted over time. Although there may have been advantages to having several Instructional Associates serving the program, this model in the current context has been found to have unnecessary duplication and to insufficiently address instructional support needs.

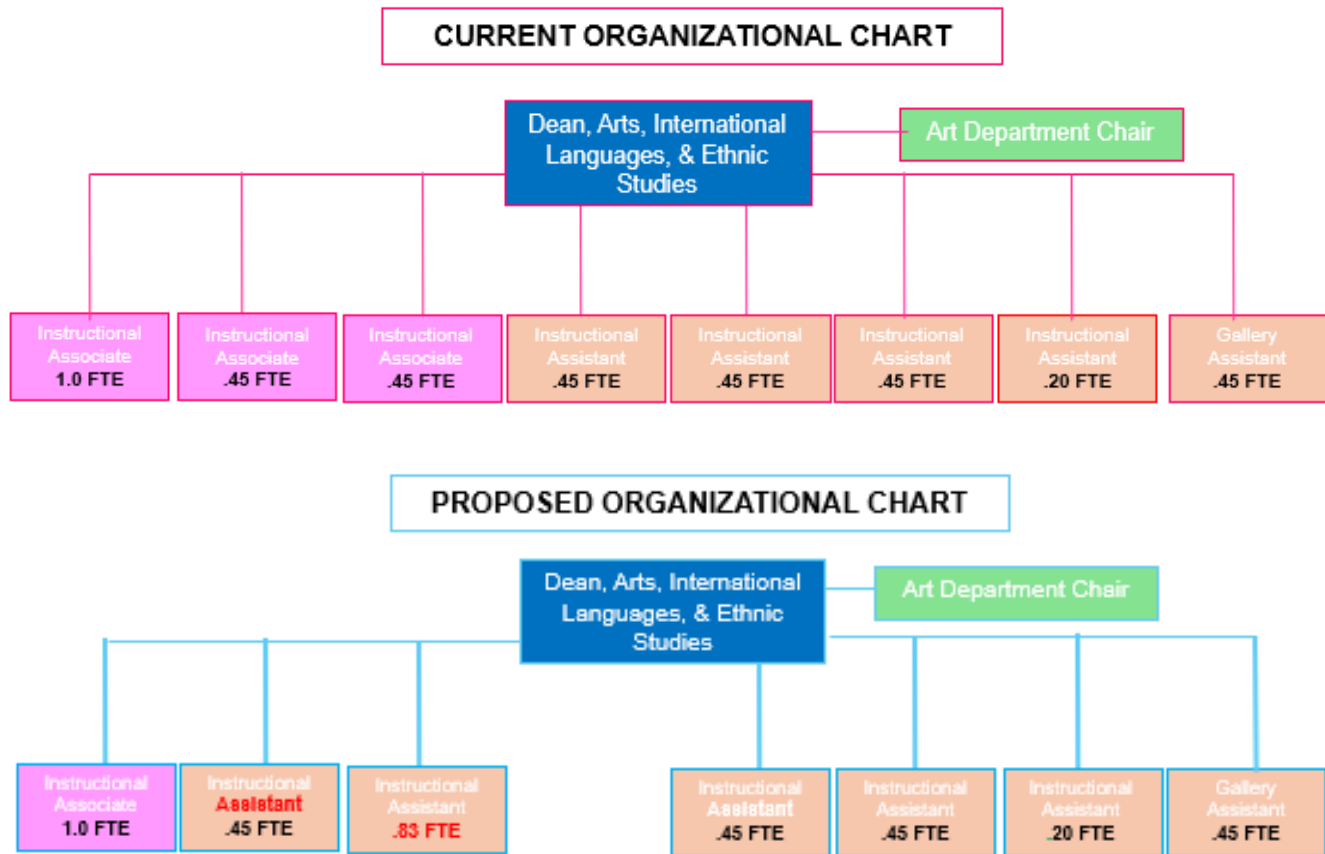
A full-time Instructional Associate now efficiently manages equipment, materials, facilities, and budget oversight across all program areas, consolidating responsibilities previously shared among multiple associates. However, there remains a need for direct instructional support at a lower-level classification. To address this, two vacant Instructional Associate positions were temporarily backfilled with Instructional Assistants, providing valuable instructional support.

STATUS

A reorganization is necessary to structure the Art Department to better utilize staff and streamline services. There is no net change in headcount for the department with the recommended reorganization. The proposal recommends permanently restructuring instructional support roles to align with current needs.

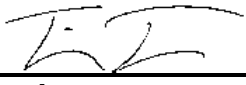

Using Step 3 for all affected positions, the proposed changes will result in an annual increase of \$595.34, while eliminating one part-time, unbenefited position and reclassifying one part-time, unbenefited position to a lower-level classification. To ensure support is concentrated where most needed, the proposal seeks to:

- Abolish position P-08220 (Instructional Associate, 0.45 FTE) and repurpose savings of \$44,808.11 (Range 25, Step 3) to support the cost of reorganization.
- Reclassify vacant position P-00214, Instructional Associate, Range 25, to Instructional Assistant, Range 16. This change results in savings of an additional \$10,155.70 to support the cost of the reorganization.
- Permanently change the assignment for Daniel Cornaggia, Instructional Assistant, position P-00224, to increase hours from 18 (0.45 FTE) to 33 (0.83 FTE) hours per week. This increase in hours results in consistent support to the Ceramics program at both the Oceanside and San Elijo campuses. This will enhance resource stewardship and enable more consistent program support across campuses.



RECOMMENDATION

Approve the recommended reorganization within the Art Department, effective April 1, 2025, as stated above.

Subject: Approve FF&E Purchase of Outdoor Furniture from Corporate Spaces Inc. DBA Parron Hall for Chem/Biotech Building Oceanside Campus	Attachment: None
Category: Consent Items	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>
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

As part of the Measure MM Bond Program, the purchasing of furniture, fixtures and equipment (FF&E) is needed in association with new construction and renovation projects. This need for FF&E, specifically outdoor furniture and miscellaneous items, is related to the project needs identified for the Chem/Biotech Project Building at the Oceanside campus.



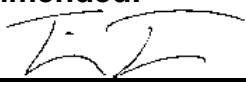

STATUS

California Public 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. The district has identified the use of the Corporate Spaces, Inc. DBA Parron Hall (PA), ALLSTEEL OMNIA contract with SPA #R191802, BENCHMARK TIPS Contract #230301, LOLL Omnia contract 07-103, and Landscape Forms CMAS contract #4-16-78-0082B for the purchase of specific items at the lowest cost and best overall value for district purchases.

The equipment purchases have been identified with a total cost of not to exceed: \$135,000. Funds for furniture, fixtures and equipment are budgeted within the district's Measure MM funds.

RECOMMENDATION

Authorize the assistant superintendent/vice president, administrative services to proceed with Corporate Spaces, Inc. DBA Parron Hall (PA) specified equipment purchases in amount not to exceed \$135,000.

Subject: Approve Purchase of AV Technology Equipment Replacement, Event Support Hardware, and Supplies	Attachment: <u>EKC Quote #25-SFQU-002061</u>
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent  Action </div>
Institutional Goals: <u>mcc_mission_statement.pdf (miracosta.edu)</u>	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 district is conducting routine classroom audio-visual equipment refresh to include equipment used for district events. The aging equipment will be replaced with today's technology, introducing enhanced audio-visual capabilities aiding in the delivery of classroom instruction, while adding instructional modality flexibility. Additionally, the new equipment for district events will increase efficiency due to the ease of connectivity.

STATUS



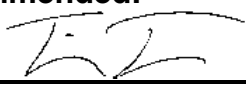
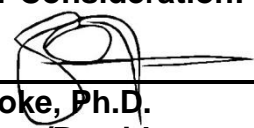
California Public Contract Code section 20652 allows public agencies to utilize bids awarded by other public agencies (also known as "piggyback"), obtaining the same price and the same terms and conditions as the awarding agency when the awarding agency follows the statutory criteria for competitive bidding and when the pricing and terms have proven to be in the best interest of the district. In addition, California Public Contract Code section § 10298 and 10299 authorizes local government agencies and school districts to use California Multiple Award Schedules (CMAS) and other Department of General Services (DGS) agreements without competitive bidding, 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 (CMAS) agreement with EKC (Contract 3-25-01-1038), to purchase equipment that provides the lowest cost and best overall value for the district, including taxes, in the amount of \$285,330.47.

The following computers and peripherals have been identified with a total list cost before fees and taxes of \$387,672. By utilizing the referenced CMAS agreement, the equipment cost before fees and taxes is \$259,889.57, resulting in an overall negotiated discount of 33 percent.

Funds are identified within the Information Technology Service budget.

RECOMMENDATION

Authorize the director of purchasing, contracts, and material management to proceed with the procurement with EKC in accordance with the terms and conditions of CMAS Contract 3-25-01-1038 at a cost not to exceed amount of \$285,330.47.

Subject: Approve the Purchase of Network Switches/Infrastructure Equipment	Attachment: ePlus Technology Quote
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 district is currently conducting a routine replacement of its Cisco infrastructure technology equipment. The existing hardware is at end-of-life and end-of-support. The refresh will introduce enhanced capabilities, such as higher data transmission speeds, reliability, additional capacity, security, monitoring, reporting, and the ability to power more devices.





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. The district has identified the use of Cisco NASPO ValuePoint DataCom Master Agreement #AR3227, which includes California Participation Addendum# 7-20-70-47-01 with ePlus Technology, Inc., will provide the lowest cost and best overall value for the purchase of the new equipment.

This purchase of network equipment software and services has been identified with a total list cost before taxes of \$1,539,115.60. By utilizing the referenced NASPO agreement, the equipment cost before fees and taxes is \$473,045.00, resulting in an overall negotiated discount of 69.27 percent with an estimated not to exceed the purchase price of \$515,000, including fees and taxes. Funds to complete this project are budgeted within the ITS department’s replacement budget.

RECOMMENDATION

Authorize the director of purchasing and material management to proceed with the procurement with ePlus Technology, Inc. in accordance with the terms and conditions of Cisco NASPO ValuePoint DataCom Master Agreement #AR3227 and California Participation Addendum #7-20-70-47-01 an amount not to exceed \$510,317.26.

Subject: Award Contract for RFP #08-25 Independent Audit Services	Attachment: <ul style="list-style-type: none"> • Agreement and Proposal • RFP Bid Documents • Bid Summary
Category: Consent Items	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>
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

In compliance with Education Code Section 84040, the governing board of each California community college district must ensure an annual audit of the district's books and accounts, adhering to the regulations set forth by the board of governors. Additionally, per AP6400-Financial Audits, the board of trustees is required to approve the selection of a certified public accountant (CPA) licensed by the California State Board of Accountancy by April 1 of the fiscal year preceding the audit. The contract with the auditing firm shall not exceed five years and must encompass all funds under the district's control or jurisdiction.

With Eide Bailly's 5-year independent audit services contract expiring in 2024/25, the district issued RFP #08-25 for independent audit services. Proposals were solicited from qualified CPA firms to conduct the district's annual financial audits, general obligation bond audits (Measure MM), and Foundation financial audits for fiscal years 2025/26 through 2029/30. The selected firm will enter into a five-year contract, effective from July 1, 2025, to June 30, 2030.

STATUS

The purchasing department issued RFP #08-25 for independent audit services, which was advertised in the San Diego Union-Tribune on January 7 and January 14, 2025. The RFP documents were made available and distributed to 29 firms via the district's PlanetBids bid management portal. Seven vendors had submitted electronic proposals through PlanetBids by the February 13, 2025, deadline.

An evaluation committee consisting of personnel from the district's fiscal services, foundation, and purchasing departments reviewed the proposals, with input from the Independent Citizens Bond Oversight Committee. Five of the seven vendors were deemed responsive. After thorough review and ranking, the committee selected two firms, Eide Bailly and CWDL, to provide 45-minute interviews based on their adherence to the RFP's key criteria.

In accordance with the RFP documents, the district will award the contract to a responsive and responsible vendor whose proposal offers the most advantage to the district. Following the district's AP6430-Bids and Contracts, the contract will be awarded based on a "best value" evaluation which considers a balance of experience, particularly in higher education, their expertise, price, and client references, the evaluation committee and Independent Citizen Bond Oversight Committee recommends awarding a five-year agreement to CWDL. The annual fee schedule for the five years is as follows:

District audit services:

2025-26: \$68,950
2026-27: \$71,319
2027-28: \$73,758
2028-29: \$76,271
2029-30: \$78,859

\$369,157 total for five years

General obligation bond Measure MM audit services:



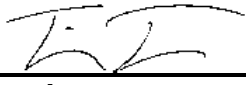

2025-26: \$9,755
2026-27: \$10,108
2027-28: \$10,471
2028-29: \$10,845
2029-30: \$11,230

\$52,409 total for five years

The RFP also included an additional breakdown of costs for the Foundation's audit services, which have been provided to the vice president of institutional advancement and executive director of the Foundation.

RECOMMENDATION

Authorize the assistant superintendent/vice president, administrative services to proceed with the award of a five-year contract for RFP #08-25, independent audit services to CWDL. Annual purchase orders will be sent to the board for ratification.

Subject: Approve Service Agreement with Clear Digital Labs, LLC for the California Apprenticeship Initiative Digital Marketing Grant	Attachment: <u>California Apprenticeship Initiative Grant Clear Digital Labs Services Agreement</u>
Category: Consent Items	Type of Board Consideration: <div style="text-align: center;">  </div> <div style="display: flex; justify-content: space-around;"> Information Consent Action </div>
Institutional Goals: <u>mcc_mission_statement.pdf (miracosta.edu)</u>	Institutional Goal Supported: <div style="text-align: center;">  </div> <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

MiraCosta College was awarded a three-year, \$1.5 million grant from the Chancellor's Office California Apprenticeship Initiative (CAI) to implement an apprenticeship program in collaboration with Clear Digital Labs. This apprenticeship program will focus on training digital marketing professionals. Clear Digital Labs, a Carlsbad-based company, provides a 12- to 24-month competency-based education model aligned to industry-recognized certifications and leads to a MiraCosta College degree. This digital marketing apprenticeship program will serve residents throughout San Diego County. In partnership with the sponsor, the program will provide training, mentoring, and credentialing in digital marketing and e-commerce competencies, expand occupational alternatives, and ensure employment in the field of study at above-living wages. The wide-ranging need for digital marketing skills by large and small organizations makes this an ideal workforce program for traditional and non-traditional students, dislocated workers, and students in community college.

The program will recruit and place at least 100 apprentices by December 2027 from MiraCosta programs and students who have completed pre-apprenticeship transferring from San Diego high schools. The resulting apprentice pipeline will benefit from cumulative skills, applied work experience, seamless transitions, and the long-term planning needed to achieve mid-level employment in the field. It ensures articulation between institutions, collaboration on instructional materials, and applied workplace technologies (remote work, job-related software, and practical AI). It establishes peer-to-peer/group mentoring and ensures an appropriate level of professional engagement, starting in the classroom and concluding with a term of employment as a digital marketing apprentice. Apprentices become career-ready with a demonstrated social media presence and a unique portfolio of work.

Apprentices will be employed 20 to 40 hours per week. Most placements will be flexible and remote, inspiring greater work-life balance and the completion of a MiraCosta College degree.

Both apprentice and employer will have access to a host of training and non-training opportunities, resulting in more than 400 hours of program support.




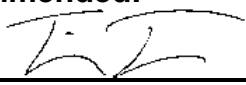

STATUS

Government Code Section 53060, "Special Services and Advice," allows public or municipal corporations or districts to contract with individuals for specialized services and advice in areas such as financial, economic, accounting, engineering, legal, or administrative matters, provided these individuals are specially trained, experienced, and competent. Clear Digital Labs, LLC's services, including all aspects of the internships, qualify as special services in financial, economic, and administrative matters pursuant to Government Code Section 53060. Clear Digital Labs, LLC provides these specialized services and is registered with the California Division of Apprenticeship Standards for digital marketing roles. They are based in Carlsbad, making them a local company. No other apprenticeship sponsors offer a similar program. The California Apprenticeship Grant requires us to work with an approved sponsor. MiraCosta College received the grant on the condition that it partner with Clear Digital Labs, LLC, which has the necessary training, experience, and competence to perform these services, as outlined in its Agreement.

The funds for these services are allocated within the CAI grant, managed by the Associate Dean of the School of Career Education.

RECOMMENDATION

Authorize the assistant superintendent/vice president, administrative services to execute a \$1.2 million Services Agreement with Clear Digital Labs, LLC under the CAI grant.

Subject: Approve Award Bid 10-25 Bottled Water – Delivery and Related Products	Attachment: Bid 10-25 Summary RAIN Bottling Co Proposal ReadyRefresh Proposal
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:  Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

MiraCosta, in partnership with all San Diego County community colleges, determined a mutual need for water delivery services and eco-friendly single use bottled water options. MiraCosta has a specific need to provide water and dispensing systems for department locations who do not have access to bottle fill stations or water fountains. In addition to water and dispensers, there exists the need for individual, disposable water bottles. Historically, plastic bottles have been purchased, but to align with the district's sustainability goals and efforts, eco-friendly options, including biodegradable, recyclable, and compostable water container options were identified. To support the regional need for water delivery and related products, MiraCosta conducted a competitive solicitation process.

STATUS

Bid 10-25 Bottled Water – Delivery and Related Products was issued by the Purchasing Department and advertised in the San Diego Union Tribune on January 6, 2025, and January 13, 2025. The bid documents were made available and sent out to 47 vendor firms through the district's PlanetBids bid management portal system. The agreement will be awarded for three (3) years with the option of two (2) additional single years, beginning July 1, 2025. This bid was issued with 2 sections, Ongoing Bottled Water Delivery Service and Individual Eco-Friendly Disposable Water. District staff recommend the following suppliers be awarded:

ONGOING BOTTLED WATER DELIVERY SERVICE			
Product	UOM	Supplier	Cost
5-Gallon Drinking Water	EA	Ready Fresh/Blue Triton	\$5.39
5-Gallon Distilled Water	EA	Ready Fresh/Blue Triton	\$5.69
5-Gallon Fluoridated Water	EA	Ready Fresh/Blue Triton	\$5.69
3-Gallon Drinking Water	EA	Ready Fresh/Blue Triton	\$5.79
SUPPLIES			



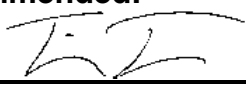
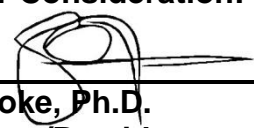
Product	UOM	Supplier	Cost
4.25 oz Cone Cup (200/Sleeve)	SLEEVE	Ready Fresh/Blue Triton	\$3.99
7 oz Paper/Wax – Flat Bottom Cup (50/Sleeve)	SLEEVE	Ready Fresh/Blue Triton	\$6.99
9 oz Plastic – Flat Bottom Cup (50/Sleeve)	SLEEVE	Ready Fresh/Blue Triton	\$2.99
MONTHLY DISPENSER RENTAL			
Product	UOM	Supplier	Cost
5-Gallon Room Temp Rental	MO	Ready Fresh/Blue Triton	\$2.99
5-Gallon Cool & Cold (Electric) Rental	MO	Ready Fresh/Blue Triton	\$2.99
5-Gallon Hot & Cold (Electric) Rental	MO	Ready Fresh/Blue Triton	\$2.99
3-Gallon Hot & Cold Countertop (Electric) Rental	MO	Ready Fresh/Blue Triton	\$2.99
Bottom Loading, Pure Water 500 series or equal Rental	MO	Ready Fresh/Blue Triton	\$6.99
DELIVERY CHARGES			
Product	UOM	Supplier	Cost
Delivery Fee	EA	Ready Fresh/Blue Triton	FREE
SINGLE USE WATER BOTTLES			
Product	UOM	Supplier	Cost
8 oz Bottle Water	Case (24)	Ready Fresh/Blue Triton	\$5.99
16.9 oz Bottle Water	Case (24)	Ready Fresh/Blue Triton	\$5.39
1 Liter Botler Water	Case (18)	Ready Fresh/Blue Triton	\$18.99

INDIVIDUAL ECO-FRIENDLY DISPOSABLE WATER			
Product	UOM	Supplier	Cost
16.9 oz Aluminum Bottles	EA	RAIN Bottling	\$.92

Funding for district purchases will be identified within departmental budgets.

RECOMMENDATION

Authorize the director of purchasing, contracts, and material management to proceed with the award of Bid 10-25 Bottled Water – Delivery and Related Products and enter into agreements with Ready Fresh by Blue Triton and RAIN Bottling.

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
January 24, 2025 - February 20, 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
25000359	Maurice Gannon	T600 Storm Drain Repair (Fac)	\$12,100.00
25000576	HCI Systems Inc	Fire Alarm Repairs for SAN (Fac)	\$7,875.00
25000357	Maurice Gannon	3A Retention Basin Rehab (Fac)	\$5,800.00

In accordance with BP/AP 6340—Bids and Contracts, Emergency Repair Contracts Without Bid, the following transactions were procured when repairs or alternations are necessary to continue existing classes or to avoid danger of life or property.

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
25000339	Ewing Irrigation	Equipment (Fac)	\$67,510.80
25000470	Waxie Sanitary Supply	Equipment (Fac)	\$51,000.00
25000549	TelevisaUnivision, INC	Advertising (PIO)	\$46,321.24
25000471	SHI	Contract Services (TCI)	\$44,404.83
25000503	Facilities Planning & Program Services Inc.	Contact Services (Fac)	\$42,900.00
25000519	Workday Inc	Software (ITS)	\$32,500.00
25000541	Trace3	Equipment (ITS)	\$30,000.00
25000550	Josh Shapiro	Contract Services (Wrk Dev)	\$28,800.00
25000636	Yoodle	Contract Services (PIO)	\$25,000.00
25000686	Cambridge West Partnership LLC	Contract Services (ITS)	\$25,000.00

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
25000607	Max Lux Media LLC	Contract Services (PIO)	\$16,425.00
25000437	Ovid Technologies Inc	eResource subscription (Lib)	\$15,450.16
25000706	ASCM San Diego Chapter	Contract Services (Career Ed)	\$15,000.00
25000467	Gideon Taylor Consulting LLC	Non Library - E Resources (Student Eq)	\$11,630.00
25000565	Coin Security Systems Inc	Contract Services (Fac)	\$11,544.00
25000673	Educational Computer Systems	Contract Services (Cash)	\$10,860.62
25000609	CDW-G (Punchout)	Equipment (ITS)	\$10,175.50

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

25000685	JH Technologies, Inc.	Equipment (Bio)	\$9,267.05
25000391	Digital Theatre (US) LLC	eResource subscription (Lib)	\$9,137.50
25000581	CDW Government Inc	Equipment (Comp Sci)	\$8,228.86
25000662	Uptown 11 Studios LLC	Contract Services (Wrk Dev)	\$7,500.00
25000445	VelocityEHS, Inc.	Institutional Membership (Rsk Mgmt)	\$7,499.00
25000461	Ninyo & Moore Geotechnical and Environmental Sciences Consultants	Building Inspector (Fac)	\$7,080.00
25000626	Nanpor Inc	Contract Services (VP)	\$6,656.38
25000432	CDW-G (Punchout)	04203 Wifi Equipment (OC)	\$6,508.24
25000562	Cristina Catalan	Food (Student Eq)	\$5,953.75
25000502	Thermo Fisher (Punchout)	Equipment (Chem)	\$5,861.74
25000561	Amazon (Punchout)	Supplies (Comp Science)	\$5,491.67
25000655	UpToDate Inc	eResource subscription (Lib)	\$5,456.00
25000704	Phi Theta Kappa Honor Society	Student Financial Aid (EOPS)	\$5,045.00

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: \$599,982.34	
Ratify MCC purchase orders 25000314 through 25000726	

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
	No entries this month		

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
	No entries this month		

Capital Improvement Program Contract and Purchase Order Ratification List
January 24, 2025 - February 20, 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
25000385	Waxie Sanitary Supply	04203 – Student Services Bldg. - Big Belly Trash and Recycling Stations	\$93,419.08
25000569	Waxie Sanitary Supply	04216 – Library Bldg. - Big Belly Trash and Recycling Stations	\$93,419.08
25000691	Kent Schafer	04247 – Pedestrian Bridge Replacement – Inspector of Record Services	\$79,200.00
25000438	Parron Hall Office Interiors	04203 – Student Services Bldg.- Additional requested furniture	\$45,030.11
25000412	Krueger International Inc	04203 – Student Services Bldg. - Additional requested furniture	\$38,620.97
25000671	Dudek	04205 – 3000 Series - Environmental Compliance Services	\$34,200.00

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
25000670	Diegoview LLC	04205 – 3000 Series - Photo Documentation	\$17,000.00
25000669	Aztec Landscaping, Inc.	04216 – Library Bldg. – Final cleaning	\$15,988.00

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 \$0 - \$9,999			
PO #	Vendor	Description	Amount
25000410	Parron Hall Office Interiors	04203- Student Services Bldg. - Brochure Displays	\$7,310.32
25000630	Advanced Environmental Group, Inc.	04205 – 3000 Series - Asbestos and lead survey services	\$6,875.00
25000766	Window Shine SD	04202 – Chem Bio Bldg. - Window Cleaning	\$2,200.00
25000383	Division of the State Architect	04118 - SAN Path of Travel (POT) - Plan Review Fee	\$857.67
25000547	Grainger	04216 – Library Bldg. - Wire Shelf and Utility Cart	\$668.12
25000433	Division of the State Architect	04204 – Gym Bldg. - Parking Lot, DSA Plan Review Invoice	\$107.50






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		

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
24005270	SAEL Construction Corp.	04216 – Library Bldg. – Change Order 2 Installing additional Mechoshades	\$4,860.00

Total Contract Expenditures: \$439,755.85			
Ratify purchase orders — 2400:5270 & 2500:0410, 0630,0291,0383,0547,0433,0670,0669,0297,0569,0385,0691,0438,0412,0671			

Subject: Adopt Resolution No. 12-24/25 – Excuse Board Member Absence	Attachment: Resolution No. 7-24/25 – Excuse Board Member Absence
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>
	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Board Policy 2725–Board Member Compensation and Education Code section 72024 establish that a board member may be paid for any meeting when absent if the board by resolution excuses the absence for performance of services for the community college district outside the board meeting, illness, jury duty, or a hardship deemed acceptable to the board.

STATUS

Trustee Heather Conklin was absent from the board meeting of the MiraCosta Community College District Board of Trustees on February 20, 2025, due to a hardship deemed acceptable to the board.

RECOMMENDATION

Adopt Resolution No. 7-24/25, excusing the absence of Trustee Heather Conklin from the board meeting on February 20, 2025.

**MIRACOSTA COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 12-24/25**

EXCUSE BOARD MEMBER ABSENCE

WHEREAS, Trustee Heather Conklin was absent from a board meeting on February 20, 2025, of the MiraCosta Community College District Board of Trustees, due to a hardship deemed acceptable to the board.

NOW, THEREFORE, BE IT RESOLVED by the MiraCosta Community College District Board of Trustees that the above-noted absence of Trustee Conklin is excused and that, in accordance with the applicable provisions of Education Code section 72024, no reduction in monthly compensation will be made for the absence.

PASSED AND ADOPTED by the Board of Trustees of the MiraCosta Community College District of San Diego County, California, this 27rd day of March 2025, by the following vote, which constitutes a majority of the Board of Trustees:

AYES:

NOES:

ABSTAINING:

ABSENT:

STATE OF CALIFORNIA)
)
SAN DIEGO)

I, Sunita V. Cooke, Ph.D., Secretary of the Board of Trustees of the MiraCosta Community College District, do hereby certify that the foregoing is a full, true, and correct copy of the resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Secretary of the Board of Trustees

Subject: Approve Submission of 2025 California Community Colleges Trustee Board Election Ballot	Attachment: 2025 CCCT Board Election Candidates
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>
Category: Action Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> <div>Information</div> <div>Consent</div> <div style="text-align: center;">✓ Action</div> </div>
	Approved for Consideration: <div style="text-align: center;">  <hr style="width: 100%;"/> Sunita V. Cooke, Ph.D. Superintendent/President </div>

BACKGROUND

The official ballot of the 2025 California Community College Trustee (CCCT) board election must be signed and returned to the Community College League of California office by the fourth week of April. Sixteen candidates are running for the four open positions on the CCCT board this year.

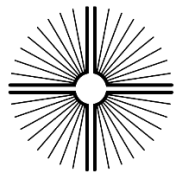
STATUS

The board of trustees must take action to approve submitting an election ballot for the MiraCosta Community College District. Each board member is asked to choose four candidates on the draft ballot, which must be returned to the superintendent/president no later than April 19, 2025. These votes will be tallied, and the top four candidates will be submitted on the official CCCT ballot.

The statements of candidacy for the sixteen candidates can be reviewed [here](#).

RECOMMENDATION

Approve submission of 2025 California Community College Trustee board election ballot.



COMMUNITY COLLEGE LEAGUE OF CALIFORNIA





2025 CCCT Board Election

*Candidates Listed in Secretary of
State's Random Drawing Order
of January 3, 2025*

Voting will take place via eBallot where you can
select no more than **FOUR (4)** candidates

1. Rebecca Barrett, Contra Costa CCD
2. Anne Kepner, West Valley-Mission CCD
3. Carlos Guerrero, Santa Clarita CCD
4. Alejandra Gonzalez, Hartnell CCD
5. Jose Alcala, Riverside CCD*
6. Ines De Luna, Napa Valley CCD*
7. Dyana Delfin-Polk, Peralta CCD
8. Shin Liu, Cerritos CCD
9. Milton Richards, Yosemite CCD
10. Michael Rives, Antelope Valley CCD
11. Uduak-Joe Ntuk, Long Beach CCD
12. Gregory Hanna, Siskiyou Joint CCD
13. Mary Jane Sanchez-Fulton, Desert CCD
14. Julie Schorr, Grossmont-Cuyamaca CCD
15. Tammy Silver, Pasadena Area CCD*
16. Carolyn Inmon, South Orange CCD

**Incumbents*

Subject: Approve Memorandum of Understanding between the MiraCosta Community College District and the MiraCosta College Foundation	Attachment: <u>Draft Memorandum of Understanding</u>
Category: Action Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent Action  </div>
Institutional Goals: <u>mcc_mission_statement.pdf (miracosta.edu)</u>	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;">  Goal 1 Goal 2 Goal 3 Goal 4  </div>
	Approved for Consideration: <div style="text-align: center;">  <hr style="width: 100%;"/> Sunita V. Cooke, Ph.D. Superintendent/President </div>

BACKGROUND

The MiraCosta College Foundation (“Foundation”), a nonprofit California corporation, was created and operates for the benefit of the MiraCosta Community College District (“District”). The Foundation's efforts are directed toward expanding and enhancing the educational goals and capabilities of the District. The District's best interests are served by continuing to support the Foundation's operations by providing personnel, certain facilities, and administrative services, including the services of the District's Vice President of Institutional Advancement. Services and funds provided by the Foundation to the District have a fair-market value in excess of the value of the facilities, administrative services, and personnel provided by the District to the Foundation. A unified approach and relationship between the Foundation and the District is fundamental to a seamless and positive experience for both entities to carry out their respective commitments. This agreement will supersede any prior agreement or memorandum of understanding between the District and the Foundation, including the November 19, 2020, Memorandum of Understanding (“MOU”).

Since the approval of the MOU in 2020, the Foundation has continued to grow and mature. In 2023/24, the Foundation provided nearly \$3.2M in student and college program support, including emergency grants, textbook assistance, direct student aid, support for Former Foster Youth, MiraCosta Promise, Veterans and ASE programs, and grants. For every \$1 in support from the District, the Foundation returns more than \$4 in support to students and campus programs. From FY2020 to FY2024, Foundation assets have grown from \$16.9M to \$24M (12/31/24).



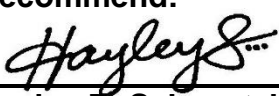

STATUS

The District and Foundation have an obligation to jointly review, revise, and reaffirm the MOU every five years. The MOU proposed in 2025 includes a minor update (shown in four edits to the MOU), reflecting the need to use existing District support for “public relations or other public purposes”.

- This change reflects the District’s and Foundation’s futures mindset to expand the scope of support for the Foundation without increasing the value of the District’s investment.
- As a result, the Foundation is expected to increase the funding provided for students and campus programs.

RECOMMENDATION

Approve the Memorandum of Understanding between the MiraCosta Community College District and the MiraCosta College Foundation.

Subject: Adopt Resolution No. 13-24/25 to Provisionally Withdraw Membership in the San Diego Risk Management Workers' Compensation Joint Powers Authority Prior to March 31, 2025	Attachment: Resolution No. 13-24/25 to Provisionally Withdraw Membership in the San Diego Risk Management Workers' Compensation Joint Powers Authority Prior to March 31, 2025
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 
Recommend:  _____ Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

MiraCosta Community College District has been a permissible self-insured public entity for workers' compensation as a member of the San Diego Office of Education Risk Management Joint Powers Authority (SDJPA). The SDJPA operates under a Self-Insured Retention (SIR) model, in which the district is responsible for funding the first \$100,000 liability. The next layer of liability is self-funded via the SDJPA pool up to \$1 million dollars, with excess liability above \$1 million transferred to insurance providers. Human Resources and Risk Management periodically explore different insurance options to maintain responsible stewardship of district financial resources.

In 2023, the district reviewed various insurance options. After careful consideration and analysis, the district moved property liability insurance from the SDJPA to the Statewide Association of Community Colleges Joint Powers Authority (SWACC). This switch saved the district more than \$300,000 per year in premiums. Additionally, the SWACC business model does not operate under an SIR model and instead transfers risk through insurance coverage at all levels, not just at excess levels of liability. As a result, the district achieved both lower premiums and lower financial risk exposure for property liability.

At the same time, the district determined it was financially responsible to stay with the SDJPA for workers' compensation insurance coverage.

STATUS

To fully review workers' compensation insurance options, the district must notify the SDJPA of provisional withdrawal by March 31. This is according to the SDJPA bylaws and agreement between the district and the SDJPA. The district will explore options that lower premiums, transfer risk, and/or provide greater services. Ultimately, the district may choose to stay within the SDJPA; however, this allows a full evaluation by the district before a final withdrawal notice is due on May 31, 2025.

RECOMMENDATION

Adopt Resolution No. 13-24/25 to Provisionally Withdraw Membership in the San Diego Risk Management Workers' Compensation Joint Powers Authority Prior to March 31, 2025, as stated.

**MIRACOSTA COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 13-24/25**

RESOLUTION OF THE BOARD OF TRUSTEES OF MIRACOSTA COMMUNITY COLLEGE DISTRICT DECLARING PROVISIONAL WITHDRAWAL OF MEMBERSHIP IN THE SAN DIEGO RISK MANAGEMENT WORKERS' COMPENSATION JOINT POWERS AUTHORITY

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

WHEREAS, California community college districts have determined there is a need for workers' compensation coverage by combining their respective efforts to establish, operate and maintain a Joint Powers Agency for workers' compensation coverages; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Mira Costa Community College District declares its provisional notice of intent to withdraw membership in the San Diego County Office of Education Risk Management Workers' Compensation Joint Powers Authority prior to March 31, 2025.






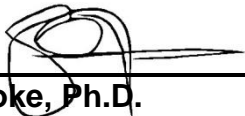
PASSED AND ADOPTED by the Governing Board of the MiraCosta Community College District at One Barnard Drive, Oceanside, CA 92056, on the 27th Day of March 2025, by the following vote:

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

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO)

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

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

Subject:	Attachment:
Board Policy 3250 – Institutional Planning	Board Policy 3250 – Institutional Planning
Category:	Type of Board Consideration:
Board Policies - Periodic Reviews	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

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 Board Policy 3250 – Institutional Planning has been completed and approved by College Council. The policy is now presented as a periodic review with only a reference update and minor correction to the plan titles.

RECOMMENDATION

Adopt Board Policy 3250 – Institutional Planning.

BOARD-OF-TRUSTEES-POLICY → → 3250:-Institutional-Planning

The superintendent/president shall ensure that the MiraCosta Community College District has and implements a broad-based, comprehensive, systematic, and integrated system of planning that involves appropriate segments of the college community and is evidence-based. The planning and evaluation system shall be guided by the MiraCosta College mission, vision, commitments, and values.

The comprehensive planning system shall include plans that are updated periodically as deemed necessary by the superintendent/president, or are required by law including, but not limited to, the following:

- A. → Educational Plan/Academic ~~Master~~ Plan
- B. → Facilities ~~Master~~ Plan
- C. → Technology Plan
- D. → Human Resources/Staffing Plan
- E. → Integrated Budget Plan
- F. → Equal Employment Opportunity Plan
- G. → Student Equity Plan
- H. → Disabled Student Programs and Services (DSPS) Plan
- I. → Transfer Center Plan
- J. → Extended Opportunity Programs and Services (EOPS) Plan

The superintendent/president shall submit to the Board of Trustees those plans for which Title 5 requires board approval.

The superintendent/president shall inform the board periodically about the status of planning and the various plans and ensure the board has an opportunity to assist in developing the general institutional mission and goals for the Long-term Planning Framework.

See Administrative Procedure 3250.

MiraCosta Community College District → Page 1 of 1

Adoption History: → 4/6/10, 7/16/20 →

Reference Update: → 11/14, 1/15, 3/25

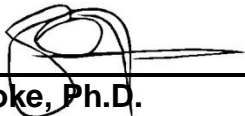
References: → → → Accrediting Commission for Community and Junior Colleges

→ → → Accreditation Standards I.B.9, III.B.4, III.C.2, III.D.2, IV.B.3 and, IV.D.5

→ → → Title 5, §§51008, 51010, 51027, 53003, 54220, 55080, 55190, ~~55250~~, 55510, and 56270 et seq.

CCLC Update: → → #13, 6/07; #23, 10/13; #24, 4/14; #25, 11/14, #43, 10/23

Steering: → → BPC / IPRC

Subject: Board Policy 4070 – Course Auditing	Attachment: Board Policy 4070 – Course Auditing
Category: Board Policies – Periodic Reviews	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
	Approved for Consideration:  _____ 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.






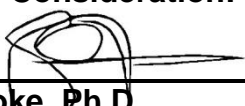
STATUS

A review of Board Policy 4070 – Course Auditing has been completed and approved by College Council. The policy is now presented as a periodic review with no recommended changes for adoption by the board.

RECOMMENDATION

Adopt Board Policy 4070 – Course Auditing.

Students may not audit courses.

Subject: Board Policy 5052 – Student Open Enrollment	Attachment: Board Policy 5052 – Student Open Enrollment
Category: Board Policies – Periodic Reviews	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%;"/> 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 Board Policy 5052 – Student Open Enrollment has been completed and approved by College Council. The policy is now presented as a periodic review with no recommended changes for adoption by the board.

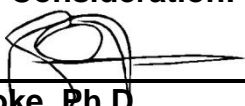
RECOMMENDATION

Adopt Board Policy 5052 – Student Open Enrollment.

Unless specifically exempted by statute or regulation, every course, course section, or class reported for state aid that is offered and maintained by the MiraCosta Community College District shall be fully open to enrollment and participation by any person who has been admitted to the college and who meets established prerequisites. Prerequisites are established pursuant to regulations contained in §55003 of Division 6 of Title 5 of the California Code of Regulations.

The superintendent/president shall assure that this policy is published in the college catalog, schedule of classes, addenda to the schedule of classes, and the district's website.

See Administrative Procedures 5052 and 5055.

Subject: Board Policy 7110 – Delegation of Authority – Human Resources	Attachment: Board Policy 7110 – Delegation of Authority – Human Resources
Category: Board Policies – Second Read	Type of Board Consideration: <div> <div>Information</div> <div>Consent</div> <div>Action ✓</div> </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div> <div>✓ Goal 1</div> <div>✓ Goal 2</div> <div>✓ Goal 3</div> <div>✓ Goal 4</div> </div>
	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Board policies and administrative procedures receive periodic review. New board policies and revisions to board policies are presented to the board of trustees for review and approval.

STATUS






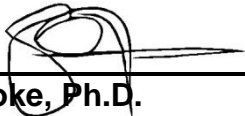
Edits to new Board Policy 7110 – Delegation of Authority – Human Resources have been completed and approved by College Council. The policy is now presented for a second read and adoption by the board.

RECOMMENDATION

Adopt Board Policy 7110 – Delegation of Authority – Human Resources.

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 – Second Read	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>
	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Board policies and administrative procedures receive periodic review. New board policies and revisions to board policies are presented to the board of trustees for review and approval.

STATUS

Edits to new Board Policy 7150.1 – Evaluation – Academic Administrators have been completed and approved by College Council. The policy is now presented for a second read and adoption by the board.

RECOMMENDATION

Adopt Board Policy 7150.1 – Evaluation – Academic Administrators.

~~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:](#)






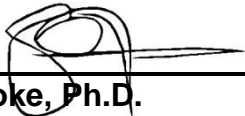
Periodic Review:

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 – Second Read	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>
	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Board policies and administrative procedures receive periodic review. New board policies and revisions to board policies are presented to the board of trustees for review and approval.

STATUS

Edits to new Board Policy 7160 – Professional Development have been completed and approved by College Council. The policy is now presented for a second read and adoption by the board.

RECOMMENDATION

Adopt Board Policy 7160 – Professional Development.

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 ~~s~~See [BP 2740 Board Education and AP Administrative Procedure 7160 Professional Development](#).

MiraCosta Community College District**Page 1 of 1**

Adoption History: 3/2/10

[Revised Date:](#)

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; [#38, 4/21](#)

Steering: VPHR

Subject:	Attachment:
Office of the President Update	None
Category:	Type of Board Consideration:
College-Related Reports	Information Consent Action
Institutional Goals:	Institutional Goal Supported:
mcc_mission_statement.pdf (miracosta.edu)	Goal 1 Goal 2 Goal 3 Goal 4
Recommended:	Approved for Consideration:
	
Sunita V. Cooke, Ph.D. Superintendent/President	Sunita V. Cooke, Ph.D. Superintendent/President

Inclusion, Diversity, Equity, and Accessibility (IDEA)

Spring 2025, the Office of IDEA will begin wrapping up the implementation of the statewide Culturally Responsive Practices and Pedagogy (CRPP) grant focused on closing equity gaps for Black and Latinx students through implementing race-conscious practices in the classroom through professional learning and dialogue. This semester, 54 faculty have engaged in professional learning by attending a 2nd cohort of USC Equity Minded Teaching Institute and the ESCALA training focused on culturally responsive practices for STEM Faculty Teaching Latinx Students attended by Computer Science faculty. Associate Faculty Shawntae Mitchum and Kat Soto-Gomez under the leadership of faculty grant lead Xuchi Naungayan Eggleton conducted two Student Think Tanks to center the student voice in addressing equity gaps in the classroom. The grant will culminate in a collaboration with Juntos Podemos where faculty will showcase classroom interventions at a CRPP Expo on May 9th.

Chief IDEA Office Wendy Stewart launched an “Understanding Bias and Microaggressions” training to address requests for more training on reducing microaggressions in and outside of the classroom and increasing awareness of different kinds of bias that can negatively impact students and employees. Five trainings have been conducted in fall 2024 and spring 2025 including a flex presentation for a total of 100+ employees trained at the college. The training was also offered to students as part of the Student Leadership Conference hosted by Student Life and Leadership.

Joyful Teacher in Residence Jim Sullivan continues to host monthly book clubs discussing a chapter a month of this year’s campus-wide book read “Viral Justice: How We Grow the World We Want” by Ruha Benjamin. The book club panel will have an opportunity to host a Q&A session in-person with Dr. Benjamin who will be coming to campus on April 22nd. To date over 400 books have been distributed across the campus.

The Bias Education Support Team or BEST continues to convene frequently to discuss ongoing and potential effects to our campus community, emphasizing a proactive strategy to

offer resources and support. As part of an ongoing partnership with the National Conflict Resolution Center, employees will have an opportunity to earn a certificate in Culture, Communication, and Conflict to equip attendees with the skills needed to create a positive, inclusive workplace culture. To date, over six sessions have been attended by more than 150 employees focused on “Dialogue in Divisive Times” with the Administrator’s Committee dedicating October, November, December, and January meetings to ensuring that administrators are certified in Culture, Communication, and Conflict. The team hosted a webinar on March 14, “Policy Insights and Campus Resiliency” open to all employees and will continue to offer future webinars as part of the series “Unpacking Biases: Conversations That Matter to the MiraCosta Community.”

This semester’s Signal Spotters! will focus on Technological Advancements, Labor Market Economics, and Environmental and Sustainability Factors as drivers of change. The Bias Education Support Team recently developed a scenario planning tool utilizing futures thinking as a framework to prepare the institution for potential policy changes and to ensure the campus is prepared for alternative futures including collapse, constraint, growth, and transformation. Associate Faculty Robin Allyn and Cyndi Darlington facilitated the fifth semester of the “Developing a Futures Mindset” canvas course designed to provide employees with foundational knowledge of futures thinking concepts and how to apply them in their work at the college.

Student Equity

The Student Equity Department

The Student Equity Department is preparing for the inaugural opening of the Equity Centers in 2026. A pivotal aspect of this initiative involves the development of the 2025-2028 Student Equity Plan, which integrates race-conscious strategies and emphasizes Guided Pathways momentum points to address and close equity gaps for disproportionately impacted students. As the deadline for the Student Equity Plan approaches in fall 2025, the department is poised to commence data reviews and initiate the writing process this spring. This ensures a meticulous and deliberate approach to effectively addressing equity gaps and a planning process that actively engages faculty, staff, administrators, and students to ensure a collective commitment to equity across all areas of the college.

The Social Justice and Equity Center (SJEC)

The SJEC continues to advance its mission to promote inclusivity, cultural awareness, and advocacy. The SJEC continues to coordinate history and heritage months with dedicated programming to honor and uplift MiraCosta’s diverse communities, elevate critical conversations, and ensure meaningful engagement across the MiraCosta College community. Native American and Alaska Native Heritage Month featured a shelter drive, cultural exhibits, and a documentary screening, reinforcing Indigenous advocacy and cultural awareness. Black History Month included forums, basketball games, genealogical exploration sessions, and spaces for Black women to connect and mentor each other. Women’s HERstory Month is set to focus on enhancing lactation room accessibility and hosting workshops on pay negotiation and workplace dynamics, supporting women’s achievements and contributions. Abilities Awareness Month will feature a panel discussion on accessibility, advocacy, and allyship, highlighting personal experiences and promoting inclusivity.

Academic Success and Equity Programs (ASE)

The ASE programs continue to demonstrate strong momentum this spring semester, with robust student engagement across all initiatives. Our specialized support communities are

actively fostering belonging, providing culturally responsive services, and creating meaningful academic and personal development opportunities for our diverse student populations.

- **UPRISE** launched the semester with their annual UndocuWelcome event, connecting students to resources while engaging in community-building activities. The program has expanded its outreach through a new monthly "Know Your Rights" workshop series, with their first session at the Community Learning Center. This spring, "Know Your Rights" workshop had 63 participants. Campus visibility has increased significantly through strategic partnerships with CARE, the HSI Team, and distribution of nearly 1,000 informational Red Cards to students and campus partners.
- **UMOJA** hosted a successful Spring Welcome centered on their core "Ethic of Love" practice, with attendees participating in community-building activities. Students have actively engaged in Black History Month events across campus, and the program has coordinated enrichment opportunities including a field trip to the California African American Museum in March and participation in the upcoming Umoja Regional Symposium at Charles Drew University.
- **Mana** continues strengthening academic support for Native Hawaiian and Pacific Islander students through regular programming in new campus spaces, including hosting influential speakers like Native Hawaiian comic artist Christopher Carvalho and nonprofit leader Ilima Kam Martinez. Four Mana students recently presented at the Association of Social Anthropology in Oceania Conference in Fiji, maintaining the program's commitment to student-led research, academic excellence, and understanding historical roots. Students are also benefiting from specialized curriculum including "Introduction to Pacific Islander Studies" and dedicated counseling courses.
- **A2MEND** has formally established its program structure with a dedicated counselor coordinator and student success liaison. The team is actively building community through outreach initiatives and hosted their first Welcome event on March 12. Eight A2MEND students will attend the 2025 Annual Summit in Los Angeles, focused on "Standing on Business: Operating with Excellence in Engaging and Serving Black Males," providing valuable professional development and networking opportunities.
- **Transitions Scholars** academic integration remains strong, with ENG 100 cohort Professor Tyrone Nagai securing a \$5,000 grant for a second student anthology publication of *From the Streets to the Seats*. Eleven students have already submitted pieces and participated in writing workshops facilitated by Writing Center tutors, showcasing their academic and creative achievements. Interim Student Success Specialist Ashley Gerdo will be leaving the program to serve as the inaugural Regional Coordinator for the statewide Rising Scholars program.
- **SPHERE** has seen increased engagement, with nearly 200 students attending the program's Spring Lavender Welcome. The program has prioritized cross-campus collaborations, including monthly "Thoughtful Thursdays" with Health Services providing mental health support spaces, and an upcoming "Queers and Careers" panel connecting LGBTQIA+ students with professionals in various fields.
- **Puente** began the semester with a Mentor Mixer and is actively preparing students for transfer through a comprehensive series of activities, including a Northern California University Excursion, a regional networking event at San Diego State University, and participation in UCLA's Student Transfer Outreach and Mentor Program (STOMP) Conference.

ASE programs remain focused on providing comprehensive support systems that enhance retention, completion, and transfer outcomes for historically underrepresented student populations. The demonstrated success of these initiatives underscores our institutional commitment to equity-minded practices and student-centered programming.

Office of Institutional Advancement (IA)

The Office of Advancement's purpose is to engage the community to enhance the value and impact of MiraCosta College. The team includes the Public Information Office (PIO) and the Development/Foundation Office; combined, the team supports the Alumni Association.

MiraCosta College's 90th Anniversary Wrap-Up

The Office of Advancement coordinated MiraCosta College's 90th celebration through a year-long campaign that embraced and highlighted the milestone in all internal and external communications. The campaign focused on honoring the College's rich history, celebrating its achievements, and looking forward to its future. From its humble beginnings in 1934, MiraCosta has grown into a nationally recognized institution, serving nearly 27,000 students, with notable achievements in equity, innovation, and military support. The anniversary also marked the unveiling of new facilities funded by the \$455 million Measure MM bond, ensuring the College's continued commitment to educational excellence.

Key campaign elements included the creation of a commemorative logo, a dedicated website and landing page, and a robust social media and promotional campaign to engage the community. Community leaders were invited to special events, such as the "Community Leaders Breakfast: Report to the Region" and the Encinitas Holiday Parade. At the same time, the ribbon-cutting of new facilities showcased MiraCosta's investments in its students and the region. A historical video was produced to share the College's journey, while banners and promotional materials raised awareness on campus and in the surrounding communities. Through these efforts, the Office of Advancement celebrated MiraCosta College's 90 years of impact and progress.

[Visual Summary](#)

Launching a New Era: MiraCosta College Unveils Updated Website with Enhanced Navigation and Student Voices

After extensive research, including over 1,200 surveys and focus groups, the Public Information Office was thrilled to launch an updated homepage for the MiraCosta College District [website](#), welcoming 2025, the refreshed design ensures ease of navigation, keeping the header and footer consistent while improving the layout and user experience. One of the standout features is the new section that leads visitors to select their student type, helping them quickly find relevant information. Additionally, the six Academic and Career Pathways are now prominently featured, guiding prospective students through their educational journey. We are most proud of the inclusion of student voices throughout the page. Various students now share their personal stories, providing authentic insight into the MiraCosta experience. This update not only enhances accessibility but also strengthens the College's connection with its community, showcasing the impactful student experiences that make MiraCosta College unique.

Student and Campus Support

The Advancement Office supported:

- **Scholarships:** In the fall 2024 semester 545 students received \$570,642 in scholarships - a significant increase of 50 percent over the previous year due to

increased outreach to students and an increase in philanthropy to support student scholarships.

- **Matching Gift Endowment Year Two Success:** Led by the MiraCosta College Foundation Board, the \$120,000 goal for the timeframe ending September 30, 2024, was met and matched by the Federal Title V Grant, adding to an endowment fund which will grow into perpetuity.
- **Campus Support - Seeding Justice Empowerment Circles:** A new grant in partnership with The Prebys Foundation will launch a project to enhance the mental health and wellness of formerly incarcerated and marginalized students through hands-on outdoor experiences. With this \$116,500 grant, students will engage with agriculture and participate in peer-led empowerment circle sessions, facilitated by student staff members from the Roots of Justice project, which combines gardening practices with mental wellness and career education.
- **Match for Payroll Giving:** SchoolsFirst Credit Union gave a \$10,000 gift to support professional development on campus and incentivize increasing payroll giving, with a match of up to \$100 for the first 20 new payroll donors.
- **Major gift highlights:**
 - \$50,000 was donated by a MiraCosta retiree creating a named endowment in support of STEAM.
 - \$50,000 was donated by the Wilson family continuing their ongoing support of the RAFFY program.
 - \$60,000 estate gift was received in support of an endowment for the arts at MiraCosta College. This is the first installment of the estate.

MiraCosta College Alumni

The MiraCosta College Alumni has launched a three-year growth plan that aligns with the goals of the Office of Advancement. This plan focuses on increasing awareness of the College, expanding support for students and campus programs, and supporting the District's mission. Key strategies to achieve these goals include targeted communications to share important information with students, employees, and the public, as well as fostering collaborations to provide financial assistance, workforce development, and community support.

A key highlight of this plan is the first Alumnipalooza event, bringing together all alumni after more than five years. Scheduled for June 7 at 12:00 - 3:00 p.m. on the Oceanside Campus, the event promises to be bigger and bolder than ever, inviting alumni, their families, friends, and the entire campus community to reconnect and celebrate. Alumni will have the chance to catch up with old classmates, create new connections, and enjoy a day filled with celebration and fun. In addition, Alumni is launching an engagement survey to gather insights from alumni on their interests and expectations. This survey will help shape future events and initiatives to ensure that alumni remain connected to the College meaningfully.

Another exciting initiative is the Alumni Day of Giving, starting on May 1, a digital campaign to raise funds for student scholarships. This campaign will engage alumni in supporting current and future students by providing financial assistance to help them achieve their academic goals. The Alumni Day of Giving will serve as a powerful reminder of the collective impact alumni can make by giving back to the College and ensuring that future generations have access to opportunities for success.

Finally, alumni feature stories will be shared to highlight the achievements and journeys of MiraCosta alumni, offering inspiration and role models for current students. These stories will

help strengthen the bond between alumni and the College while showcasing the lasting impact of a MiraCosta education.

OpEd that ran in *Time of San Diego* from two MiraCosta College Alumni, Mark Richards, and Esther Nair ([Opinion: Community Colleges are the Overlooked Solution for New Beginnings](#))

Notable News Stories

- 3.5.25 North Coast Current Oside News- [Grand opening set for MiraCosta College's Media Arts Complex](#)
- 2.25.25 FoxNews- [28-year-old freshman at MiraCosta makes name as hoops star](#)
- 2.2.25 Times of San Diego- [MiraCosta College Awarded Grant for Mental Health, Wellness Project](#)
- 1.17.25 [MiraCosta College to create outdoor mental health program](#)
- 11.19.25 Times of San Diego [MiraCosta College's Technology Career Institute's Program Fuels Local High-Tech Manufacturing Success](#)
- 10.25.25 Times of San Diego- [MiraCosta College Celebrates Grand Opening of New Student Services Building](#)

For all the District news, please visit miracosta.edu/news

Notable Videos:

- [2024 Student Services Ribbon Cutting](#)
- [2024 Report to the Region Video](#)
- [Spring 2025 Video Promo](#)

Office of Research, Planning, and Institutional Effectiveness (RPIE)

Over the past few months, RPIE has kept busy supporting the many initiatives across the District. In the career education area, dashboard updates and redesigns occurred for Perkins and Strong Workforce Program Labor Market Index (LMI) as well as support for the CTE Program Review process and LMI data requests from individual faculty members. RPIE also is supporting work for the Faculty Institute.

RPIE has also been busy supporting the work of the noncredit areas of the College. The team continues to be heavily involved in the Adult High School Self Study for accreditation with WASC and are now focusing on logistics for the visit in May. We are also gearing up to deploy a follow-up to the student scheduling survey that was conducted in fall 2022.

In support of the Chancellor's Office Vision Aligned Reporting (VAR) project, the team has been leading the implementation of new data-gathering processes for ten MCC programs: CCAP, EOP/CARE, CalWORKS, MESA, SAS, Strong Workforce Program, Student Equity, Transfer Center, and Veterans Services.

In student services, we completed updates to the Basic Needs and International Office dashboards and created a new dashboard for the A2MEND program. In addition, it is now "program review season" so the office has been busy not only getting the standard data sets ready but also addressing many requests from individual instructional and student service programs (e.g., the Learning Centers, the Chemistry Department, Computer Science Department, ASE Programs, among others).

RPIE also helped to provide data and information for various compliance and general reporting requirements. For example, the Office completed IPEDS the winter data submissions, helped in the MIS data submission process, and continued to respond to data requests from the 50% Law auditors. Currently, the Office is working on the ACCJC Annual Report and applying for Title III/V Eligibility.