



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

**REGULAR MEETING
4 P.M. – THURSDAY – JUNE 26, 2025
JOHN MACDONALD BOARD ROOM
BUILDING 1000 – OCEANSIDE CAMPUS**

AGENDA

I. CALL TO ORDER AND REPORT OUT FROM CLOSED SESSION

II. FLAG SALUTE / ROLL CALL

III. OATH OF OFFICE

- A. 2025/26 Student Trustee – Federico Caion Demaestri
- 2025/26 Associated Student Government President – Diego Padilla

IV. APPROVE MEETING MINUTES

- A. Special Meeting/Closed Session of May 8, 2025
- B. Workshop of May 8, 2025
- C. Special Meeting/Closed Session of May 15, 2025
- D. Regular Business Meeting of May 15, 2025

V. 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.

VI. CHANGES IN AGENDA ORDER

VII. PRESENTATIONS

- A. Student Success and Equity Metrics Update

VIII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions
- B. Approve 2025-2028 Salary Schedule for Confidential Employees
- C. Approve Student Worker Salary Schedule
- D. Approve Salary Schedule and Employment Contracts for Professional Experts
- E. Approve Employment Contracts for MiraCosta Community College District Academic Administrator Association Members
- F. Approve Reclassification of Existing Positions
- G. Ratify Memorandum of Understanding 25-02 with Faculty Assembly (Title V grant)
- H. Ratify Memorandum of Understanding 25-03 with Faculty Assembly (MESA)
- I. Ratify Memorandum of Understanding 25-04 with Faculty Assembly (Light the Fire)
- J. Ratify Memorandum of Understanding 25-05 with Faculty Assembly (Core Competency)
- K. Ratify Memorandum of Understanding 25-02 with Academic Associate Faculty (Light the Fire)
- L. Ratify Memorandum of Understanding 25-03 with Academic Associate Faculty (Core Competency)
- M. Adopt Annual Resolution Authorizing Designated Agents Resolution No. 19-24/25
- N. Adopt Resolution No. 25-24/25 Authorizing Application to the Director of Industrial Relations, State of California for a Certificate of Consent to Self-Insure Workers' Compensation Liabilities
- O. Approve Emeritus Status for Full-Time and Associate Faculty Members
- P. Approve Gold Circle Membership for Retired Classified Employees
- Q. Approve Emeritus Status for Classified Administrator
- R. Approve Additional Summer 2025 Program Components for the Oceanside Unified School District CCAP Dual Enrollment Program
- S. Approve Renewal of the American Fidelity Administrative Service Agreement
- T. Approve Renewal of Proofpoint Email Security Software Maintenance and Technical Support Agreement
- U. Approve Purchase of VMWare Virtualization Technology
- V. Approve Increase to Mira Mesa Driving School Behind-the-Wheel Drivers Training Services Agreement
- W. Approve FY2026 Tentative Budget
- X. Approve FY2027-2031 Five-Year Capital Construction Plan
- Y. Approve Contract with GUIDE Research Solutions for Grant Educational Research Services
- Z. Approve Annual United States Postal Service Usage and Cost
- AA. Ratify and Approve Contracts and Purchase Orders

IX. ACTION ITEMS

- A. Appoint Independent Citizens' Bond Oversight Committee Member
- B. Approve Change Order to Johnson Controls, Inc's Energy Service Contract for Solar PV Projects at Community Learning Center and San Elijo Campus
- C. Adopt Resolution No. 20-24/25 Delegate Superintendent/President Emergency Declaration and Emergency Actions for water leak in Building 4800 at the Oceanside Campus

- D. Adopt Resolution No. 21-24/25 Delegate Superintendent/President Emergency Declaration and Emergency Actions for Sinkhole at the San Elijo Campus Main Roadway
- E. Adopt Resolution No. 23-24/25: Authorize Renewal of Oracle Enterprise Resource Planning (ERP) PeopleSoft Applications Software FY2026
- F. Adopt Resolution No. 24-24/25 Intent to Grant Easement to Dish Wireless, LLC (DISH) to Allow Installation of Electrical and Telecommunications Facilities for Adjacent City Property
- G. Ratify Collective Bargaining Agreement between the MiraCosta Community College District and the MiraCosta College Faculty Assembly
- H. Ratify Collective Bargaining Agreement between the MiraCosta Community College District and the MiraCosta College Academic Associate Faculty
- I. Ratify MiraCosta Community College District Academic Administrators Working Conditions Manual
- J. Ratify the MiraCosta Community College District Classified Administrators Association Working Conditions Manual
- K. Ratify the MiraCosta Community College District Classified Senate Employee Working Conditions Manual

X. SECOND READ – BOARD POLICIES (Action Required)

- A. Board Policy 4100 – Graduation Requirements for Degrees and Certificates
- B. Board Policy 4100C - Graduation Requirements for Adult High School Diploma and Noncredit Certificates

XI. PERIODIC REVIEW – BOARD POLICIES (Action Required)

- A. Board Policy 4030 – Academic Freedom

XII. FIRST READ – BOARD POLICIES

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

XIII. INFORMATION

- A. Annual Legal Services

XIV. 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

XV. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS


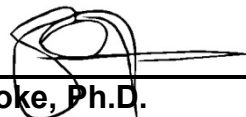
XVI. ADJOURNMENT

UPCOMING MEETINGS

**4 p.m. – July 18, 2024
Regular Business 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 Julie Bollerud, executive assistant to the superintendent/president, at 760.795.6610 or by email at jbollerud@miracosta.edu.

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

| | |
|--|--|
| Subject: 2025/26 Student Trustee – Federico Caion Demaestri 2025/26 Associated Student Government President – Diego Padilla | Attachment: None |
| Category: Oath of Office | Type of Board Consideration:  Information Consent Action |
| | Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President |

BACKGROUND

In accordance with the provisions and limitations of the Education Code, the board of trustees designates that the student member of the board of trustees shall be elected by the students enrolled in the MiraCosta Community College District so that the office is filled by June 1 of each year.

STATUS

The Associated Student Government (ASG) held a general election in late April for elected positions. Elected this year are Federico Caion Demaestri, student trustee, and Diego Padilla, ASG president.

RECOMMENDATION

Administer oath of office to the new student trustee and ASG president.



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

MINUTES OF CLOSED SESSION MEETING

**MAY 8, 2025
(Draft)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in closed session on Thursday, May 8, 2025, in Room 1054 at the Oceanside Campus. President Rick Cassar called the meeting to order at 2:30 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

| | |
|-----------------|---------------|
| Rick Cassar | Frank Merchat |
| Raye Clendening | Anna Pedroza |
| Heather Conklin | |
| Ann Crosbie | |

Board members absent:

Jackie Simon

Administrators present:

Superintendent/President Sunny Cooke

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

None.

IV. DECLARE NEED FOR CLOSED SESSION

At 2:30 p.m., the board announced the need to enter closed session, along with Superintendent/President Cooke, to discuss the following topics:

- A.** Public Employee Performance Evaluation
(Pursuant to Government Code section 54957)
Title: Superintendent/President

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

At 3:55 p.m., the board returned to open session to report the following:

- A.** Public Employee Performance Evaluation
(Pursuant to Government Code section 54957)
Title: Superintendent/President

No report.

VI. ADJOURNMENT

The meeting adjourned at 3:55 p.m.

MINUTES APPROVAL:

Rick Cassar
President

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



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

MINUTES OF BOARD WORKSHOP

**MAY 8, 2025
(Draft)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in a workshop on Thursday, May 8, 2025, in Room 1054 at the Oceanside Campus. President Rick Cassar called the meeting to order at 4:04 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

| | |
|-----------------|---------------|
| Rick Cassar | Frank Merchat |
| Raye Clendening | Anna Pedroza |
| Heather Conklin | |
| Ann Crosbie | |

Board members absent:
Jackie Simon

Administrators present:
Superintendent/President Sunny Cooke

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

None.

IV. CHANGES IN AGENDA ORDER

None.

V. WORKSHOP

A. 2023/24 Board of Trustees Self-Evaluation

The board reviewed information from constituent feedback and the board's self-evaluation instruments. The board reviewed and approved the final update to the progress towards 2024/25 priorities and discussed the 2025/26 priorities.

VI. ADJOURNMENT

The meeting adjourned at 6:32 p.m.

MINUTES APPROVAL:

Rick Cassar
President

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



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

MINUTES OF CLOSED SESSION MEETING

**MAY 15, 2025
(Draft)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in closed session on Thursday, May 15, 2025, in Room 1054 at the Oceanside Campus. President Rick Cassar called the meeting to order at 2:31 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

| | |
|-----------------|---------------|
| Rick Cassar | Frank Merchat |
| Raye Clendening | Anna Pedroza |
| Heather Conklin | Jackie Simon |
| Ann Crosbie | |

Administrators present:

Superintendent/President Sunny Cooke
Assistant Superintendent/Vice President Hayley Schwartzkopf

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

None.

IV. DECLARE NEED FOR CLOSED SESSION

At 2:30 p.m., the board announced the need to enter closed session, along with Superintendent/President Cooke and Assistant Superintendent/Vice President Schwartzkopf, 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 Hayley Schwartzkopf
Employee organizations: All Groups

B. Conference with Legal Counsel

Anticipated Litigation, Number of Potential Cases: 1
(Pursuant to Government Code Section 54956.9(d)(2))

C. 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 3:56 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 Hayley Schwartzkopf
Employee organizations: All Groups

No report.

C. Conference with Legal Counsel

Anticipated Litigation, Number of Potential Cases: 1

(Pursuant to Government Code Section 54956.9(d)(2))

No report.

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

(Pursuant to Government Code section 54957)

No report.

VI. ADJOURNMENT

The meeting adjourned at 3:56 p.m.

MINUTES APPROVAL:

Rick Cassar
President

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



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

MINUTES OF REGULAR BUSINESS MEETING

**MAY 15, 2025
(DRAFT)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, May 15, 2025, in the Boardroom on the Oceanside Campus. President Rick Cassar called the meeting to order at 4:05 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

| | |
|-----------------|----------------------------------|
| Rick Cassar | Frank Merchat |
| Raye Clendening | Anna Pedroza |
| Heather Conklin | Jacqueline Simon |
| Ann Crosbie | Rahime Demirci (student trustee) |

Administrators present:

Superintendent/President Sunny Cooke
Assistant Superintendent/Vice President Hayley Schwartzkopf
Assistant Superintendent/Vice President Denée Pescarmona
Assistant Superintendent/Vice President Tim Flood
Assistant Superintendent/Vice President Alketa Wojcik

III. APPROVE MEETING MINUTES

A. Special/Closed Meeting of April 17, 2025

B. Regular Business Meeting of April 17, 2025

By motion of Trustee Merchat, seconded by Trustee Conklin, the board approved the minutes of the special/closed session meeting of April 17, 2025.

Vote: 7/0/0

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

Abstentions: None

Absent: None

By motion of Trustee Clendening, seconded by Trustee Conklin, the board approved the minutes of the regular business meeting of April 17, 2025.

Vote: 7/0/0

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

Abstentions: None

Absent: None

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

None.

V. CHANGES IN AGENDA ORDER

None.

VI. PRESENTATIONS

A. IDEA Update

Chief IDEA (Inclusion, Diversity, Equity, and Accessibility) Officer Dr. Wendy Stewart provided an annual update on progress toward established goals, key accomplishments and initiatives, and priorities for the upcoming year and beyond.

Since its establishment in November 2022 and transition to a permanent role in April 2024, the Office of IDEA has played a central role in advancing campus-wide equity and inclusion efforts. Under the leadership of Dr. Wendy Stewart, the college has made meaningful strides in institutionalizing IDEA practices, addressing student equity gaps, fostering inclusive environments, and expanding professional learning opportunities.

Over the past year, the office has focused on aligning its work with institutional planning efforts, strengthening cross-campus collaboration, and increasing engagement among students and employees. Bias education workshops and informational webinars have been offered, in which more than 200 employees participated. The IDEA advisory, established for intentional representation and a formalized way to communicate with fellow MiraCostans, continues to serve as hub. Campus-wide book reads have been valuable, and recommendations for the next book read are now being accepted and solidified over the summer.

Dr. Stewart added they are beginning to use a Futures framework, looking ahead ten years and beyond, as the new Equity Centers are being developed. The centers are expected to open next spring.

B. Facilities Futures Plan Presentation

Assistant Superintendent/Vice President Flood, along with Gensler's Deborah Shepley, presented the final Facilities Futures Plan. He demonstrated how to find and utilize the plan on the website, which allows users to navigate the district map, campus maps, the planning process, and the individual campus plans. The website is visually appealing and very interactive, with links that allow the user to select specific aspects of the plans that are of particular interest for a deeper dive. Additionally, future educational planning and technology planning can be tied into this website.

In summer 2023, MiraCosta College began a comprehensive update of its 10-year Facilities Plan, guided by the Educational Plan and a strong emphasis on sustainability and future-readiness. The nearly two-year development process followed five key phases—prepare, analyze, frame, explore, and recommend—to review data, gather campus and community feedback, and shape a forward-thinking, inclusive vision for the college's physical environment.

The resulting Facilities Futures Plan (FFP) outlines a high-level blueprint for creating equitable, collaborative, and adaptable spaces. After being shared with governance groups

and the campus community last fall, the plan was presented to the Board of Trustees for adoption.

VII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions**
- B. Approve Revised Employment Contract for Professional Expert**
- C. Approve Employment Contract for Assistant Superintendent/Vice President of Administrative Services**
- D. Approve Health and Welfare Benefits Program for the 2025/26 Benefit Year**
- E. Approve Curriculum Approval for 2025-2026 Catalog, Part IV**
- F. Approve Cathedral Catholic High School Course Agreement for Summer 2025 Course Offerings**
- G. Approve Summer 2025 Program Components for the Oceanside Unified School District CCAP Dual Enrollment Program**
- H. Approve increase to enrollment fees for the Child Development Center for academic years 2025/26 and 2026/27**
- I. Adopt Resolution No. 17-24/25 Education Protection Account**
- J. Approve Award of RFP 9-25 Human Resources Recruitment Advertising**
- K. Approve Purchase of NextGen RCS Console from Motorola Solutions, Inc.**
- L. Approve Amendment 1 for the Health Services Academy, Inc.**
- M. Ratify Budget Transfers/Revisions**
- N. Ratify Contracts and Approve Purchase Orders – March 21 through April 21, 2025**

Consent items H and K were pulled for discussion.

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

Vote: 7/0/0

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

Abstentions: None

Absent: None

By motion of Trustee Merchat, seconded by Trustee Conklin, consent item H was approved.

Vote: 7/0/0

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

Abstentions: None

Absent: None

Advisory Aye Vote: Demirci (Student Trustee)

Trustee Conklin left the Boardroom.

By motion of Trustee Merchat, seconded by Trustee Clendening, consent item K was approved.

Vote: 6/0/0

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

Abstentions: None

Absent: Conklin (recused)

Trustee Conklin returned to the Boardroom.

VIII. ACTION

A. Adopt Resolution No. 18-24/25 to Officially Withdraw Membership in the San Diego Risk Management Workers' Compensation Joint Powers Authority, effective July 1, 2025

By motion of Trustee Merchat, seconded by Trustee Conklin the board adopted Resolution No. 18-24/25 to officially withdraw membership in the San Diego Risk Management Workers' Compensation Joint Powers Authority as stated.

Vote: 7/0/0

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

Abstentions: None

Absent: None

B. Adopt Facilities Futures Plan

By motion of Trustee Clendening, seconded by Trustee Merchat, the board adopted the Facilities Futures Plan as presented.

Vote: 7/0/0

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

Abstentions: None

Absent: None

C. Approve Extension of Lease Agreement with Class Leasing, LLC for Oceanside Campus – Temporary Facilities

By motion of Trustee Conklin, seconded by Trustee Merchat, the board approved the extension of lease agreement with Class Leasing, LLC, for the Oceanside Campus – temporary facilities.

Vote: 7/0/0

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

Abstentions: None

Absent: None

IX. FIRST READING – BOARD POLICIES

A. Board Policy 4100 – Graduation Requirements for Degrees and Certificates

B. Board Policy 4100C - Graduation Requirements for Adult High School Diploma and Noncredit Certificates

Board Policies 4100 and 4100C were reviewed and discussed, and the policies will be placed on a future agenda for adoption by the board.

X. PERIODIC REVIEW – BOARD POLICIES (Action Required)

A. Board Policy 2015 – Student Trustee

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

Vote: 7/0/0

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

Abstentions: None

Absent: None

Advisory Aye Vote: Demirci (Student Trustee)

XI. INFORMATION

A. Third Quarter Fiscal Report

The Third Quarter Fiscal Report was provided for information.

XII. COLLEGE-RELATED REPORTS

A. Trustees Activities

Board trustees have been actively engaging in various events and legislative efforts to support students and strengthen connections across the district. End-of-year activities and celebrations have been especially plentiful and well-attended.

| Date | Event | Attending |
|----------|--|---|
| April 18 | Spring Celebration of Excellence | Cassar, Clendening, Conklin, Merchat, Simon |
| April 22 | Ruha Benjamin Event | Cassar, Clendening, Merchat |
| April 26 | EOPS Student Recognition Ceremony | Cassar, Simon |
| May 1 | Medal of Academic Merit | Merchat |
| May 1 | Monarch Celebration | Conklin, Merchat |
| May 2 | Veterans Services Graduation Celebration | Cassar, Clendening |
| May 4 | STREAM Festival | Cassar, Clendening, Conklin |
| May 4 | Festival de Musica Latina | Cassar, Clendening, Conklin |
| May 6 | Mana Fa'au'uga Celebration | Cassar, Merchat |
| May 7 | Puente End of Year Celebration | Conklin, Crosbie, Pedroza |
| May 8 | Lavender Celebration | Conklin, Merchat |
| May 9 | Math Scholarship Awards | Merchat |
| May 9 | Celebracion de Excelencia | Conklin |
| May 14 | Rites of Passage (Black Graduation) | Cassar, Clendening, Conklin, Pedroza, Simon |
| May 15 | SDNEDC Summit | Clendening, Conklin, Pedroza |
| May 16 | RAFFY Recognition Ceremony | Merchat, Simon |
| May 16 | Transitions Scholars End of Year Celebration | Conklin |
| May 21 | Biomanufacturing Graduation | Conklin, Merchat, Pedroza |
| May 22 | RN Pinning | Clendening, Merchat |
| May 22 | Adult High School Graduation | Cassar, Clendening, Conklin, Pedroza |
| May 23 | Commencement | Cassar, Clendening, Conklin, Merchat |

Trustees Cassar and Merchat attended the MiraCosta Theatre performance of The Odd Couple, and they commented it was one of the best performances they had ever seen.

Trustee Merchat attended the recent Board Facilities Liaison Committee meeting and commended Tim Flood and his team for their outstanding work and leadership in managing the district's facilities projects. Their continued dedication supports the successful implementation of MiraCosta's long-term capital improvement goals.

Trustee Clendening has been actively representing MiraCosta College at several key events this spring. She attended the ribbon-cutting ceremony for Congressman Mike

Levin's district office in Carlsbad, showing MiraCosta's continued support for regional and federal partnerships. Trustee Clendening also celebrated student milestones at the NAACP Black Graduation on May 4 and the GEAR UP Celebration on May 5, both of which recognized student achievement and community engagement. Additionally, she participated in the WASC Accreditation Visit alongside Trustee Cassar. Accreditation team members were notably impressed by the collaboration between the Board of Trustees and college staff, offering supportive and complimentary feedback. Trustee Clendening also attended the recent MiraCosta College Foundation Board meeting, where she noted the Foundation's diligent efforts to raise and distribute funds that directly support students' educational success and well-being.

Trustee Conklin attended the Asian and Pacific Islander Festival in Oceanside, celebrating the rich cultural heritage and contributions of the AAPI community.

Trustee Crosbie has actively participated in several recent community forums, where she shared news of MiraCosta College's Construction Management Association of America (CMAA) Award, highlighting how voter-supported bond dollars are delivering impactful results across campus facilities. Additionally, Trustee Crosbie was invited by Assemblymember Sharp-Collins to participate in Assembly District 79's education committee, which meets quarterly to discuss legislative and budgetary issues affecting education.

Trustee Cassar attended the recent College and Career Night held at MiraCosta's San Elijo Campus, a collaborative event co-hosted with the San Dieguito Union High School District. The evening provided students and families with valuable information on academic pathways, career opportunities, and resources available through MiraCosta College and regional partners, reinforcing the college's commitment to early college outreach and student success.

Trustee Simon was recently celebrated for her 20 years of dedicated service by the Community College League of California at its recent conference. Board President Cassar congratulated Trustee Simon and expressed deep appreciation for Trustee Simon's long-standing commitment, leadership, and contributions to the success and growth of the college and its students over the past two decades.

Trustee Cassar, on behalf of the Board of Trustees, expressed sincere appreciation to Student Trustee Rahime Demirci and Classified Senate President Omar Jimenez as they concluded their terms of service. Both were recognized for their dedication, leadership, and meaningful contributions to the MiraCosta College community.

B. Students

Student Trustee Rahime Demirci congratulated newly elected ASG leaders for the upcoming year:

Diego Padilla, ASG President

Federico Caion Demaestri, Student Trustee

Darya Forutanpour, Vice President for Diversity, Equity, and Inclusion

Gina Bonilla Cetina, Vice President for the Community Learning Center

Dottie Amézquita Monahan, Vice President for San Elijo

Demirci reported the MiraCosta College Women's Rugby team advanced to the Division III Cup Elite Eight last week. After beating defending champ and Number 1 seed Yale

University on April 26, the team was knocked out of competition in the next round by the team from East Stroudsburg University in Pennsylvania.

Demirci shared that she will be transferring to UC Berkeley in the fall, and she expressed heartfelt appreciation for MiraCosta College and the unwavering support she received from faculty, staff, and coaches, crediting that support as a key part of her success. She has witnessed the transformative impact of athletics and student support services on academic and personal achievement.

C. Classified Employees

Classified Senate (CS) President Omar Jimenez reported that CS is working to institutionalize and embed a Caring Campus initiative framework. On June 13, MiraCosta College will host the State of the Caring Campus, an event designed to highlight the impactful work being done by classified professionals to foster a more connected, inclusive, and student-centered campus culture. Following the event, approximately 30–40 classified staff will engage more deeply in the work by showcasing progress, sharing best practices, and discussing next steps in embedding Caring Campus principles across departments. The gathering will also explore opportunities for leadership development and professional growth, reinforcing the vital role of classified professionals in student success.

A Caring Campus session for administrators will be held on August 1, from 9–11 a.m.

This work will continue under new leadership, as Carl Banks assumes the role of Classified Senate President effective June 1. His presidency marks a continued commitment to collaboration, care, and community building at MiraCosta College.

D. Faculty

Academic President Curry Mitchell reported on a range of faculty-driven professional development initiatives, reflections on end-of-semester student experiences, and a preview of key upcoming Senate business.

The "Light the Fire" summer institute was recently announced, with invitations sent to faculty, especially those newer to the college. This two-day event will focus on career integration into the curriculum on the first day and AI in teaching on the second day. Interest has been strong, reflecting growing faculty engagement in evolving instructional practices.

Jim Sullivan, who has led the "Joyful Teacher" initiative, is concluding his tenure in this role. His work has included themed resources and discussions around teaching with technology, post-COVID pedagogy, STEM education, and mindfulness. Sullivan also curated and promoted access to the AI Discovery Lab archive, a valuable online resource of 21 recorded sessions led by faculty, students, and AI curriculum leaders. Erica Duran, from the noncredit program, will carry forward the "Joyful Teacher" work starting this summer.

As part of tomorrow's Academic Senate meeting, members will review the senate's annual report, which captures accomplishments across all subcommittees and outlines forward-looking priorities. Evidence of breaking down silos and building cross-functional engagement is emerging, though this remains a long-term goal.

A personal reflection was shared by Mitchell from time spent in the Learning Center observing students engaging in tutoring, studying, and simply continuing to show up. While end-of-year ceremonies highlight achievements and milestones, it's equally important to

recognize students' ongoing effort and persistence. The Learning Center, in that sense, serves as a living metaphor for striving, growth, and the heart of what teaching truly supports.

E. Assistant Superintendents/Vice Presidents

1. Instructional Services

Vice President/Assistant Superintendent Pescarmona recognized the Adult High School for their recent successful accreditation, a significant accomplishment that reflects the dedication of faculty and staff in supporting adult learners on their educational journey.

Pescarmona also noted the celebration of Cindy Dudley, who will retire on June 30, after years of committed service to the college, including being instrumental in the success of the recent Adult High School accreditation. She expressed her gratitude for Cindy's contributions and wished her the best in retirement.

Summer and fall enrollment is currently up slightly over last year, which is encouraging. Priority registration has been completed, and open registration for summer and fall continues.

Pescarmona shared the college, over the last academic year, offered more than 3,000 course sections, generating approximately 1.2 million student learning hours, not including the extensive training conducted at TCI. Nineteen new credit and noncredit courses were introduced, including a new Certificate in Data Sciences, and she acknowledged the faculty who led this innovative effort.

While we celebrate these achievements, articulation continues to be a system-wide challenge, especially in aligning courses with UC and CSU pathways. The college remains committed to strengthening these partnerships to ensure seamless transfer opportunities for our students.

Pescarmona shared exciting news about 80 middle school families who recently expressed interest in a new opportunity for their children to begin taking biotechnology courses while enrolled in the Oceanside Unified School District. These students will be dually enrolled at MiraCosta, with a pathway to eventually join our biomanufacturing bachelor's degree program—a remarkable model for early college engagement and career readiness, and inclusive workforce development.

Pescarmona expressed deep gratitude to Alketa for her leadership as we near the conclusion of the current Five-Year Educational Futures Master Plan. Planning dialogue continues, and we look forward to sharing the outcomes and future direction with the broader community at All College Day in August. She thanked MiraCostans for their continued support as another impactful academic year is closed out.

2. Student Services

Vice President/Assistant Superintendent Wojcik submitted a written report. She thanked Jimenez and Demirci for their outstanding service and advocacy for students. They did a remarkable job in elevating the voices of classified professionals and students.

3. Administrative Services

Assistant Superintendent/Vice President Flood thanked the board, Superintendent/President Cooke, and the college community for their ongoing support of the Facilities Futures Planning. He extended a special thanks to Gensler for their valuable collaboration and insight throughout this important process. He shared sincere appreciation for Zak Ruvalcaba and the ITS team for their dedication to integrating Facilities Futures into the district website.

Flood shared a warm thank you to the board for approving Elba Gomez's contract as incoming Assistant Superintendent/Vice President of Administrative Services. An overlap period will ensure a smooth transition—the college is in excellent hands.

Flood proudly shared that MiraCosta has been recognized by the San Diego Chapter of the Construction Managers Association of America (CMAA) for our Chemistry/Biotechnology project—an achievement that reflects an ongoing commitment to excellence in capital project management.

The new pedestrian bridge on the Oceanside Campus will officially open on Friday, May 16. A celebration is scheduled for May 21 from 8–10:30 a.m. at the bridge, which will include a milestone group photo. This project marks another important step forward in improving campus accessibility and infrastructure.

4. Human Resources

Assistant Superintendent/Vice President Schwartzkopf thanked the Human Resources (HR) recruitment team as we enter the home stretch of faculty and classified professional hiring. We're actively finalizing 10 full-time faculty hires and 25 classified professional recruitments—an incredible effort that supports our college's continued growth and excellence.

Schwartzkopf thanked the Board of Trustees for approving the Health and Wellness plans for next year. Communication of details to employees will begin shortly, with open enrollment scheduled to begin August 8.

The HR Operations team has done an outstanding job supporting our student workers, particularly with the upcoming transition to a tiered student worker pay structure. This change streamlines the process and improves consistency, and we're working closely with departments to ensure a smooth rollout. Tier rates will be brought forward to the board for approval in June.

Classified Professionals Week is next week, and we'll take time to recognize and appreciate the dedicated work and contributions of our classified professionals across the district. We are grateful for all they do to support student success and operational excellence.

F. Superintendent/President

Superintendent/President Cooke noted this past week has been filled with numerous campus events, and she expressed her sincere appreciation to the Board of Trustees, college leaders, and especially employees and student workers. It truly takes a village to bring these events to life to celebrate our students, and the collective effort across the district is a testament to our strong, collaborative culture.

She acknowledged that this coming week, the final stretch of the semester, is a particularly stressful time for everyone—students, faculty, and classified professionals alike. She expressed gratitude for the commitment and compassion our teams continue to demonstrate during this high-pressure period.

In addition to thanking Demirci and Jimenez as they prepare to depart from their current roles, Cooke congratulated Trustee Simon, who is celebrating 20 years of dedicated service to MiraCosta College as a trustee, an incredible milestone and a reflection of her dedication.

Looking ahead, she is excited to welcome Elba Gomez to our team in mid-June, and we look forward to the energy and expertise she will bring to her new role.

On the advocacy front, MiraCosta has been active at the federal level. She thanked Kristen Gonzales for submitting a formal letter and advocacy on behalf of the college in opposition to the proposed Pell Grant cuts included in the House Education Reconciliation legislation. While we support positive reforms like Workforce Pell and the Tax-Free Pell Grant Act, we voiced serious concern over provisions that would limit aid for low-income and working students. Over 2,700 MiraCosta students could lose nearly \$3.3 million in Pell funding if full-time status is redefined as 15 units and aid for less-than-half-time students is eliminated. Objections were also raised to proposed risk-sharing models that would penalize open-access colleges based on student repayment and earnings data, disproportionately impacting institutions like ours.

The college continues to advocate for sustained federal support of programs like GEAR UP and NSF Grants, which are critical to student access and workforce readiness.

While it's been a challenging semester, it has also been a remarkable year. Our transfer rates remain strong, and the continued dedication of our entire college community has been nothing short of inspiring.

XIII. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

None.

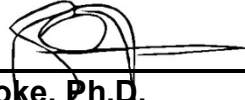
XIV. ADJOURNMENT

The meeting adjourned at 6:12 p.m.

MINUTES APPROVAL:

Rick Cassar
President

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

| | |
|--|---|
| Subject: Report on Student Success Metrics | Attachment: PowerPoint Presentation |
| Category: Presentations | Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> ✓ Information Consent Action </div> |
| Institutional Goals: mcc_mission_statement.pdf (miracosta.edu) | Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> ✓ Goal 1 ✓ Goal 2 ✓ Goal 3 Goal 4 </div> |
| | Approved for Consideration: <div style="text-align: center;">  <hr style="width: 30%; margin: 0 auto;"/> Sunita V. Cooke, Ph.D. Superintendent/President </div> |

BACKGROUND

In support of MiraCosta College's focus on improving student success and equity outcomes for students, the board receives regular reports on issues of academic quality and tracks measures of student success. The board regularly monitors and analyzes leading and lagging metrics associated with the guided pathways framework in keeping with the Accrediting Commission for Community and Junior Colleges (ACCJC) standards.

STATUS

Dean Chris Tarman will present the most recent metrics and trends from the ACCJC Institution-Set Standards and the leading indicators for the first term of the College's first-time-in-college cohorts in the Guided Pathways Dashboard.

RECOMMENDATION

For information only.

MiraCosta College

Student Success Metrics



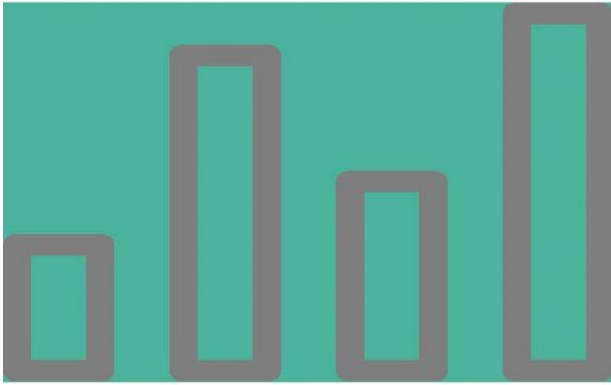
Presentation to the Board of Trustees
June 26, 2025

PAGE 2

MiraCosta College Student Success Metrics

Student Success & Institutional Effectiveness

- Accrediting Commission for Community and Junior Colleges Institution-Set Standards – required that colleges set a baseline and aspirational goal and revisit those regularly to promote improvement.
- Guided Pathways Metrics – Board of Trustee’s Leading & Lagging Indicators

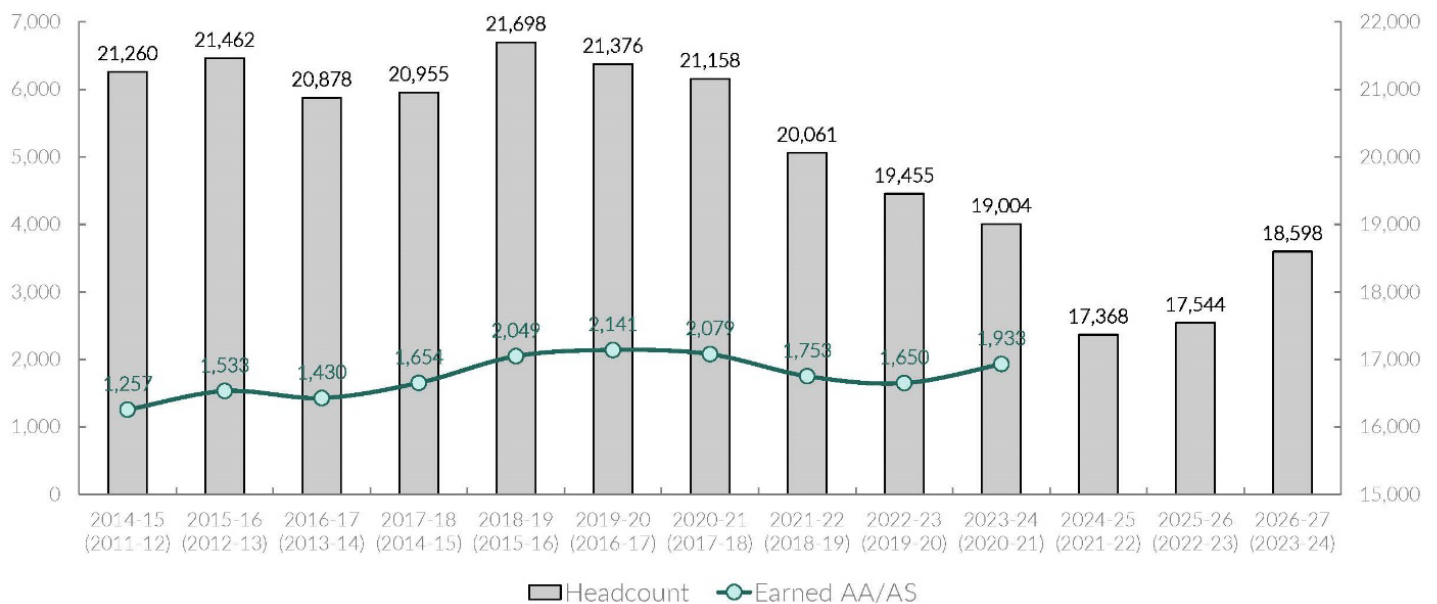


ACCJC Institution-Set Standards

The College must establish criteria and processes to determine appropriate, institution-set standards for student achievement appropriate to its mission, including standards for course completion, program completion, transfer, and job placement rates. The metrics both monitor and challenge institutional performance. Therefore, the College establishes standards as a “floor” for performance, whereas the College also sets “stretch goals” for which to strive.

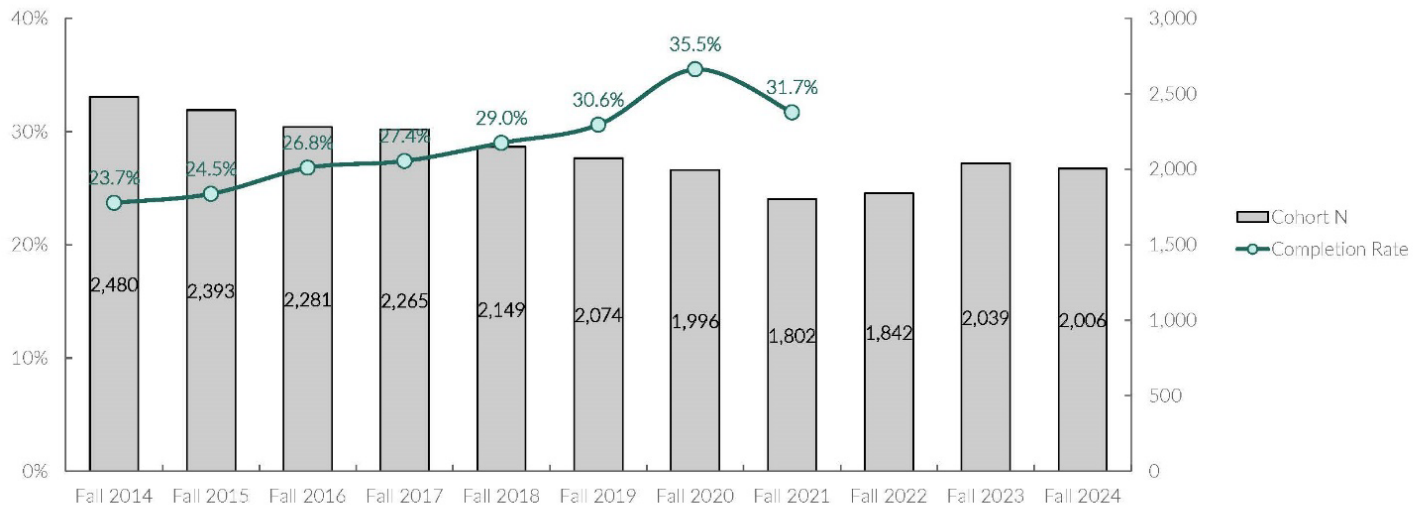
MiraCosta College Student Success Metrics

Annual Headcount (Degree Applicable) and Award Completers



Source: MCC Data Warehouse

Award or Transfer Completion Rate within Three Years



Source: MCC Data Warehouse.

ACCJC Institution-Set Standards

| Metric | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023-24 | Institution-Set Standard | Stretch Goal |
|-------------------|---------|---------|---------|---------|---------|--------------------------|--------------|
| Course Completion | 73% | 74% | 73% | 71% | 73% | 64% | 77% |
| Certificates | 18% | 20% | 22% | 22% | 22% | 20% | 25% |
| AA/AS Degrees | 18% | 19% | 21% | 22% | 21% | 19% | 25% |
| BS Degrees | 96% | 100% | 97% | 96% | 79% | 80% | 90% |
| Transfers | 14% | 26% | 17% | 23% | 17% | 17% | 21% |

Note: Rates for certificates, AA/AS degrees, and transfers are based on the Guided Pathways Cohorts three years after the first Term enrolled (e.g., 2023-24 represents the rate of students from the Fall 2021 cohort that attained the award).

Rates for the bachelor's degree in Biomanufacturing are based on the **enrolled** cohorts three years after the first term enrolled.

Licensure and Job Placement Rates

MIRACOSTA COLLEGE STUDENT LICENSURE PASS RATES

| Program | Exam Type | 2021-22 Pass Rate | 2022-23 Pass Rate | 2023-24 Pass Rate | Institution-Set Standard | Stretch Goal |
|-----------------------------------|-----------|-------------------|-------------------|-------------------|--------------------------|--------------|
| Nursing (RN) | State | 92% | 93% | 96% | 85% | 90% |
| Certified Nursing Assistant | State | 100% | 100% | 98% | 90% | 90% |
| Licensed Vocational Nursing (LVN) | State | 94% | 100% | 92% | 85% | 90% |

MIRACOSTA COLLEGE STUDENT JOB PLACEMENT RATES

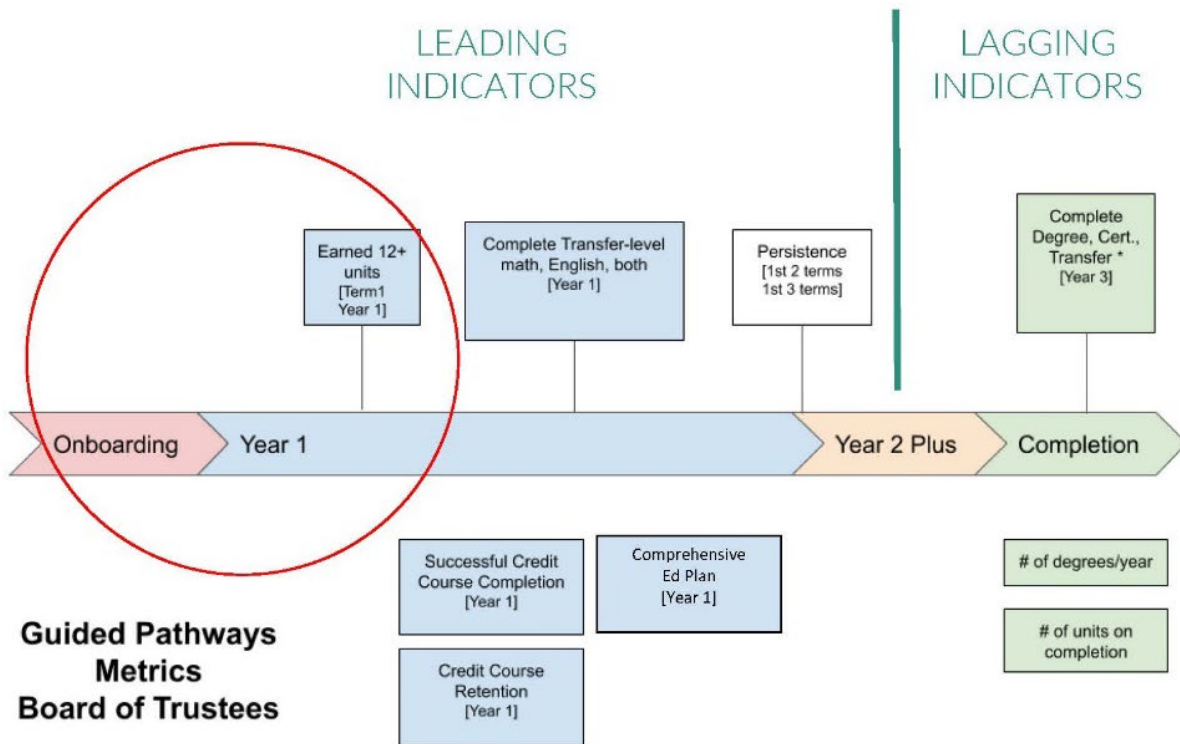
| Program | 2020-21 Job Placement Rate | 2021-22 Job Placement Rate | 2022-23 Job Placement Rate | 2023-24 Job Placement Rate | Institution-Set Standard | Stretch Goal |
|-----------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|--------------------------|--------------|
| Nursing (RN) | 85% | 100% | 84% | 72% | 75% | 90% |
| Certified Nursing Assistant | 100% | 100% | 90% | 85% | 80% | 90% |
| Licensed Vocational Nursing (LVN) | 100% | 100% | 90% | 90% | 80% | 90% |



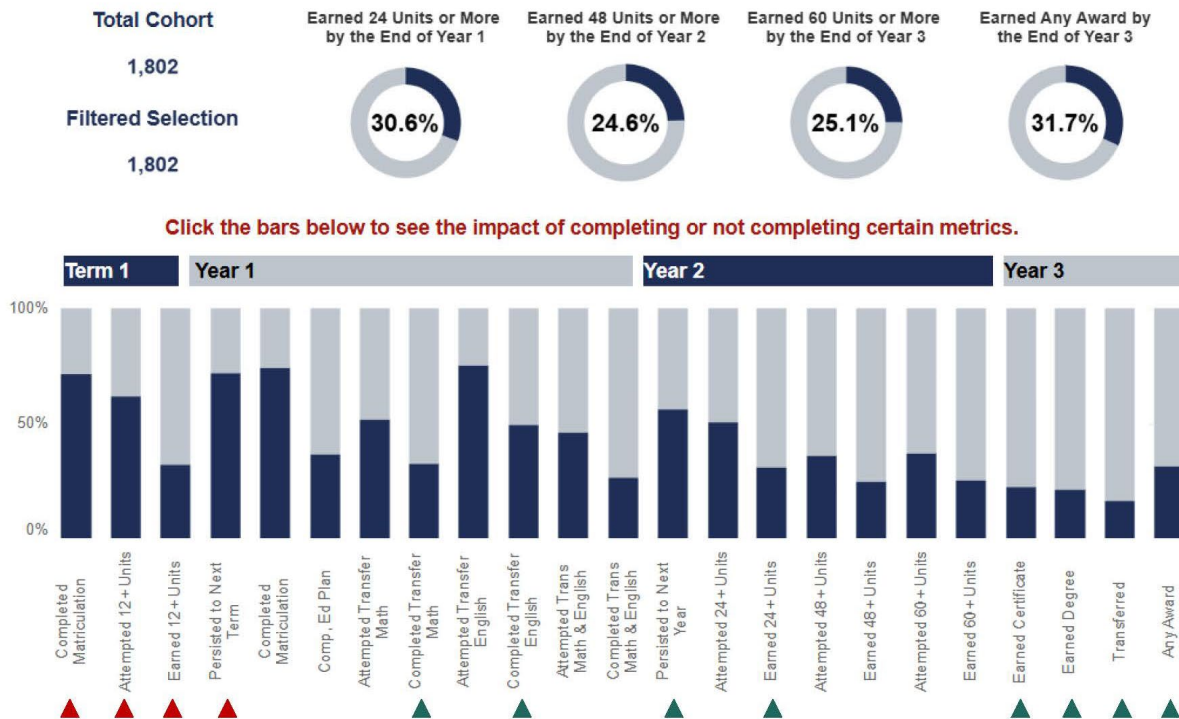
Guided Pathways Metrics

The Guided Pathways metrics were designed to capture progression along students' educational journey from onboarding to completion and/or transfer. The metrics pinpoint critical milestones and accomplishments that serve as leading indicators for completion. As such, these analyses follow cohorts of first-time students to track progress and identify possible barriers to completion.

Guided Pathways Metrics



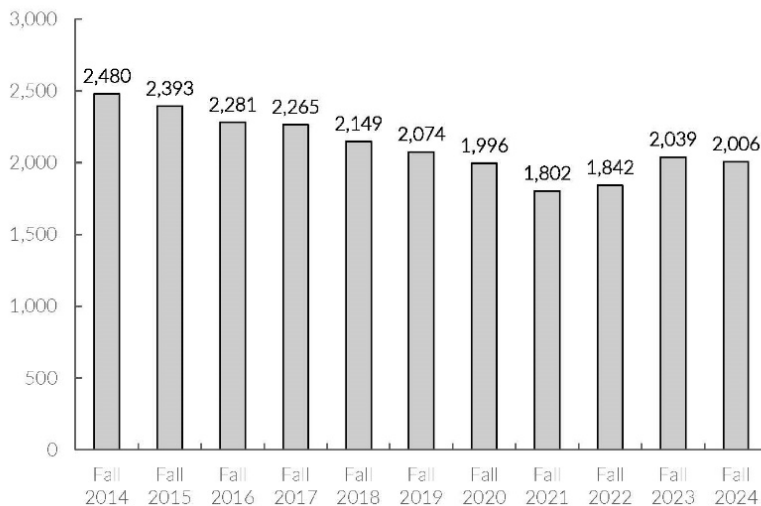
Guided Pathways Metrics (Fall 2021 Cohort)



Guided Pathways Metrics

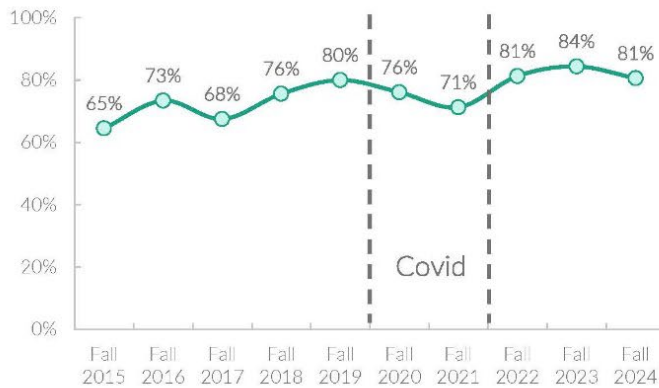


Guided Pathways Fall Cohorts



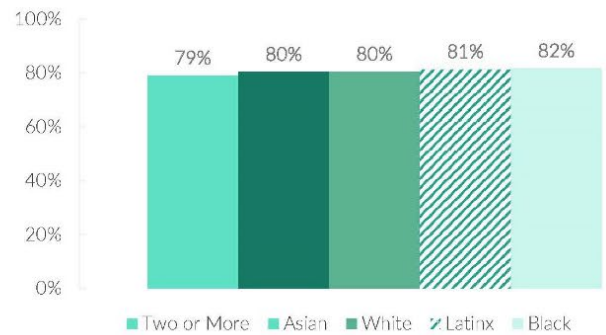
- Fall 2024 Student Profile:
 - 52% Female, 46% Male, 2% Nonbinary, 1% Unknown
 - 50% Latinx, 30% White, 9% Two or more, 6% Asian, 2% Black/African American
 - 89% 18-24 years, 9% 25+ years
 - 28% First Generation
 - 87% Degree/Certificate Seeking
 - 9% SAS Participation
 - Top Three ACPs: Business & Technology (26%), Social & Behavioral Sciences (22%), Math & Sciences (21%)

Completed Matriculation (in first term)



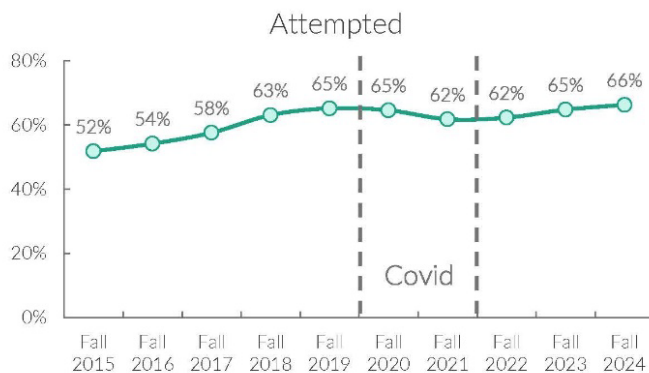
- No DI by race/ethnicity for last three cohorts
- Older students (>30 years) typically experience DI, but no DI for any students by age in recent cohort (but gaps detected)

Fall 2024

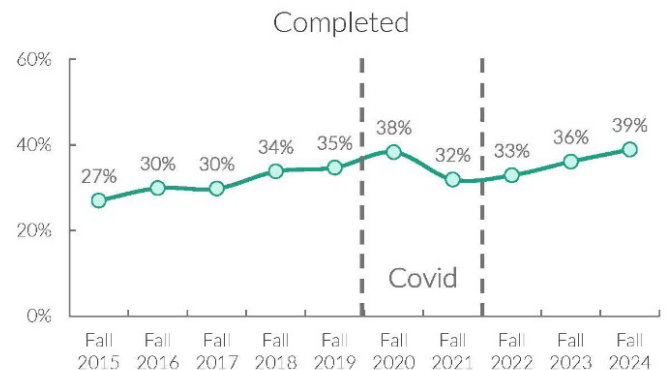


- Steady gains over the past five years were interrupted by COVID; however, Fall 2023 has the highest rates ever
- Increases were highest for Black/African American students (+17%), Latinx students (+14%), and White students (+12%)

Attempted / Completed 12 Units (in first term)

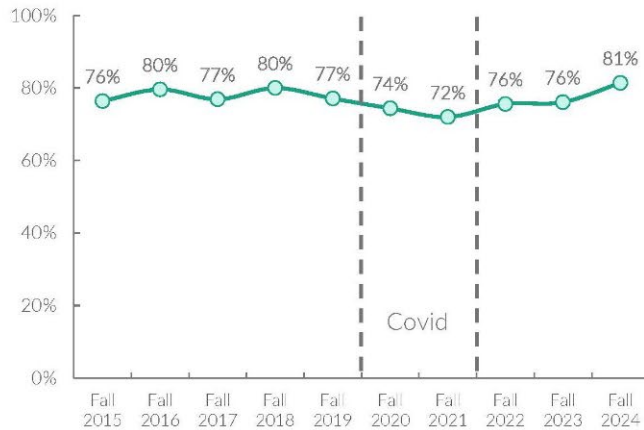


- DI for students older than 25 years, Black/African American students (particularly female students), Latinx students, and First-Generation students



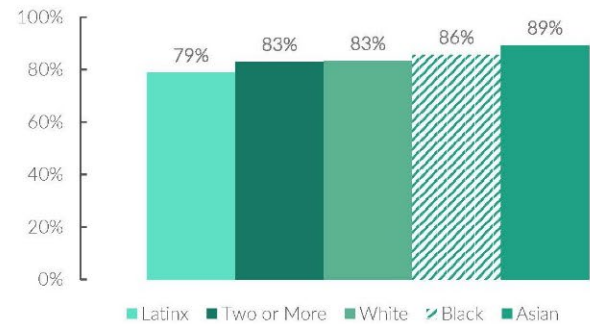
- For the Fall 2024 cohort, the percentage of students attempting 12+ units has reached the highest rate in the past 10 years
- Students 25+ years, First-Generation students, students with Housing or Food Insecurity are less likely to attempt 12+ units

Fall-Spring Persistence Rates



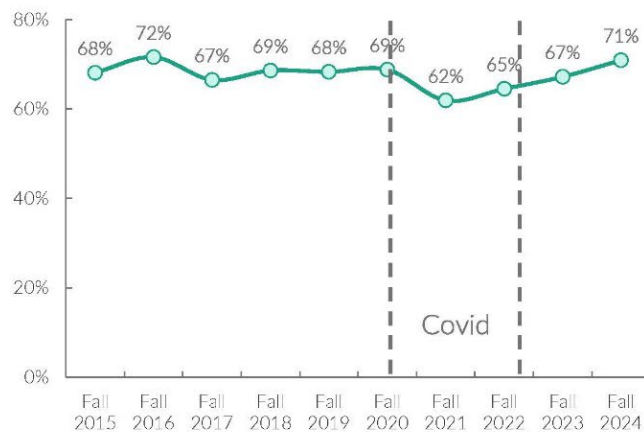
- DI for 1st Generation students since Covid, especially among male students
- DI for Latinx (male) students in Fall 20, Fall 23, and Fall 24
- No DI for AA/Black students in Fall 24
- DI for students aged 25 years or older in all cohorts (large increase in Fall 24)

Fall 2024



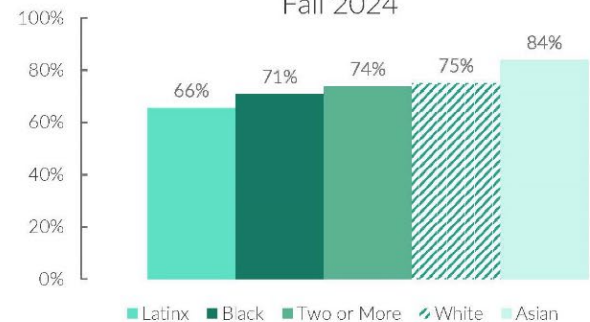
- Fall-Spring Persistence Rates have highest rates ever
- Large increases among white students—71% in 2021 to 83% in 2024 (particularly male students)
- Large increase for AA/Black student in 2024 (+30%)

Fall Cohort Course Success Rates (1st Term)



- No DI for Black/African American students (71%), but DI for Latinx students (66%)
- DI for Male students in most years, including Fall 2024 (70%)
- Older students tend to have lower success
- DI for First Generation students (64%)
- DI for Economically Disadvantaged students (69%)
- DI for Part-Time students (55%)

Fall 2024



- Course success rates in the first term decreased significantly in Fall 2021 but has bounced back to above pre-Covid levels



GUIDED PATHWAYS

Cumulative Sankey Flow Chart - Fall 2020

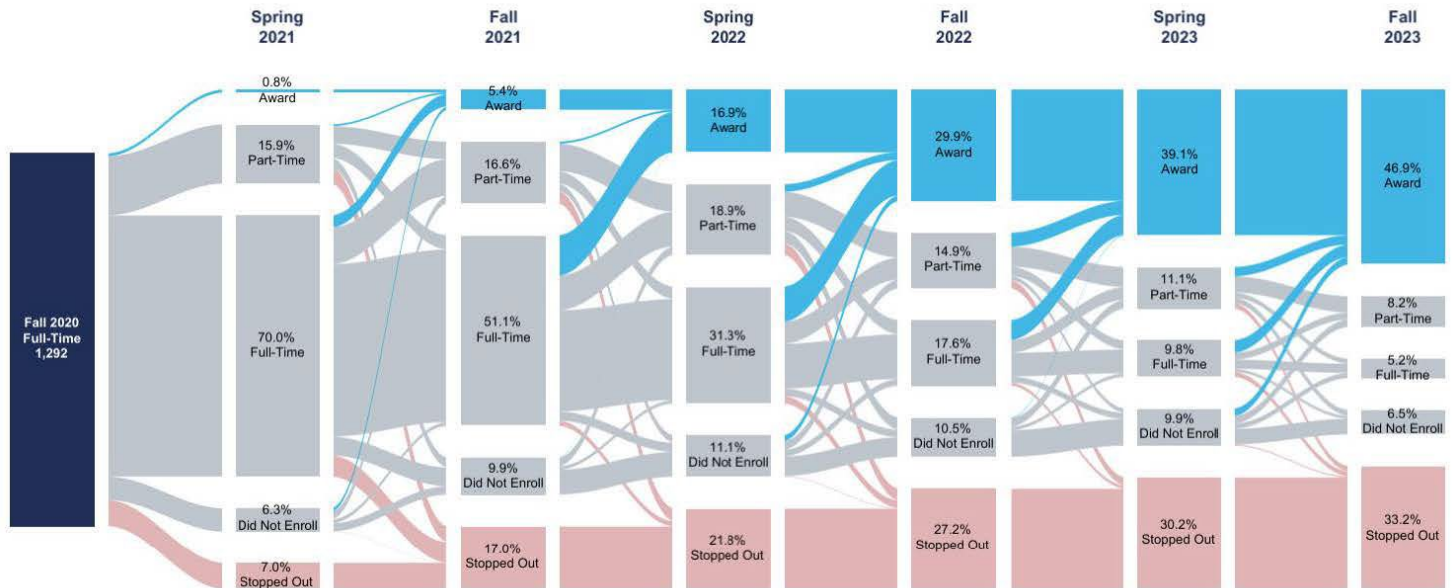
Follow a cohort of Guided Pathways students over the course of their first seven primary semesters. Click the filter button on the right to select specific student groups and change cohorts.

How do I read this?



Semester View

Cumulative View



GUIDED PATHWAYS

Cumulative Sankey Flow Chart - Fall 2021

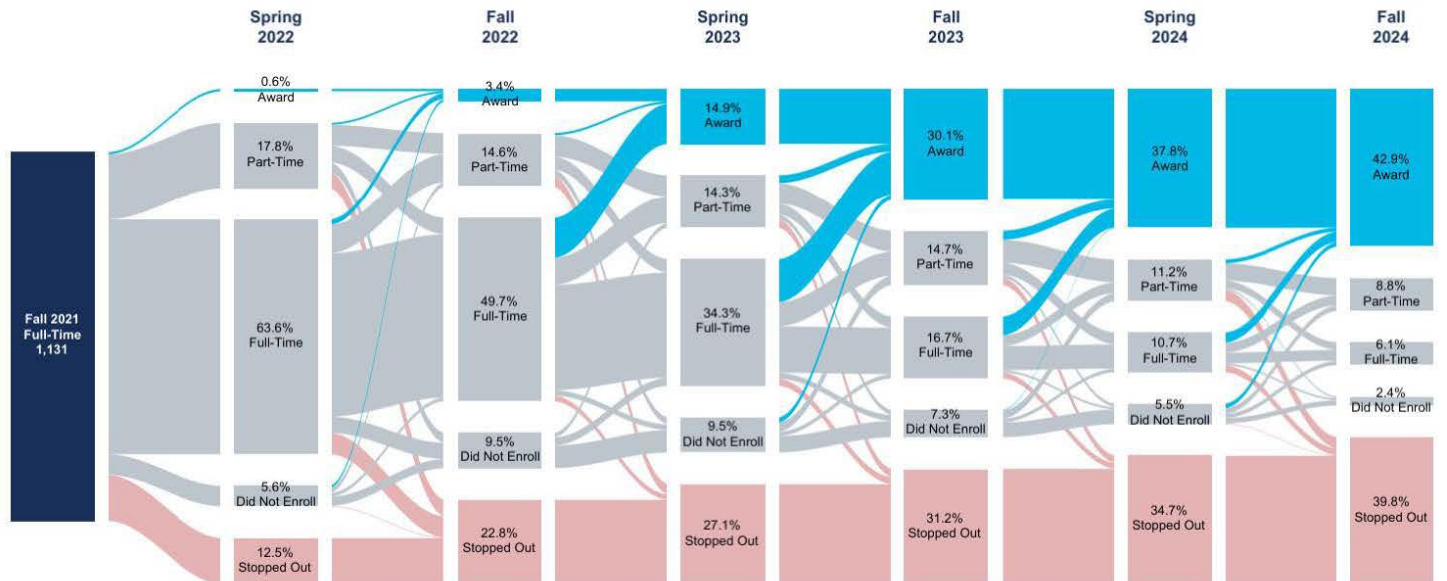
Follow a cohort of Guided Pathways students over the course of their first seven primary semesters. Click the filter button on the right to select specific student groups and change cohorts.

How do I read this?



Semester View

Cumulative View





GUIDED PATHWAYS

Cumulative Sankey Flow Chart - Fall 2020

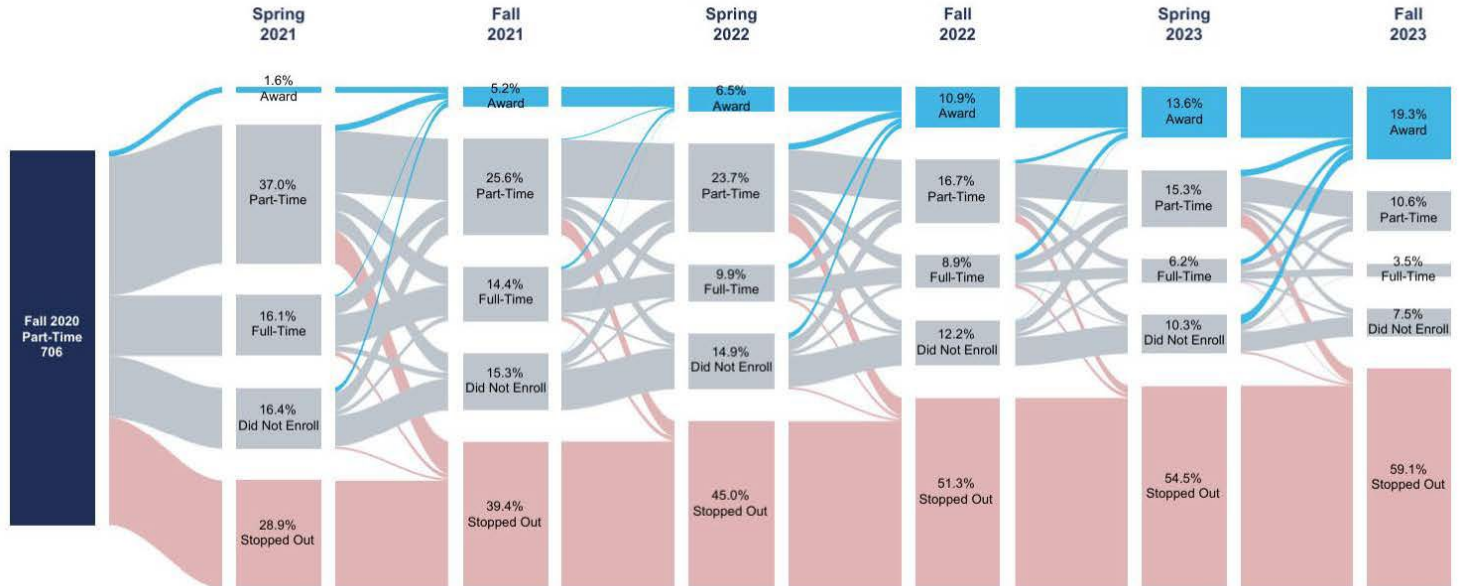
Follow a cohort of Guided Pathways students over the course of their first seven primary semesters. Click the filter button on the right to select specific student groups and change cohorts.

How do I read this?



Semester View

Cumulative View



GUIDED PATHWAYS

Cumulative Sankey Flow Chart - Fall 2021

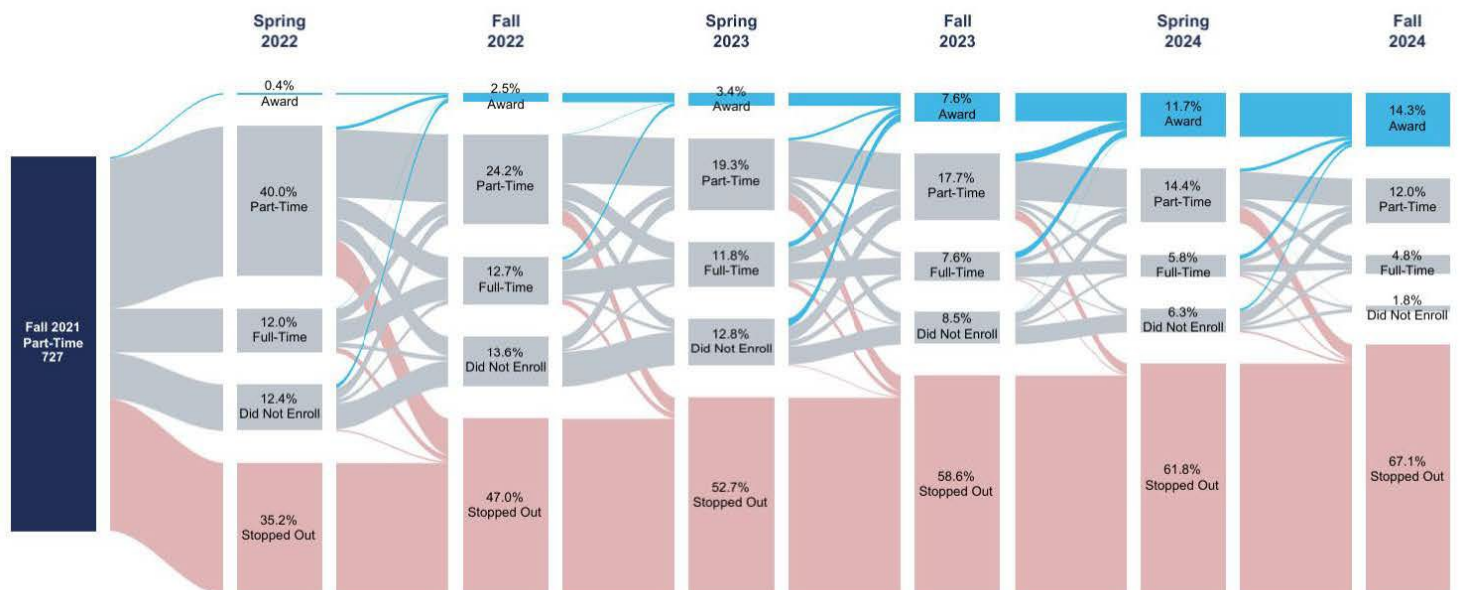
Follow a cohort of Guided Pathways students over the course of their first seven primary semesters. Click the filter button on the right to select specific student groups and change cohorts.

How do I read this?



Semester View

Cumulative View



MiraCosta College Student Success Metrics

Questions?

Presented by Christopher Tarman

| | |
|--|--|
| 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. Retirement of Vice President Timothy Flood, Assistant Superintendent/Vice President, Administrative Services, position P-00402, effective July 3, 2025.
2. Retirement of the following academic employees:

Joanne Benschop, Articulation Officer, Instructional Services, position P-00424, effective June 4, 2025.

Christy Coobatis, Instructor, Music, Instructional Services, position P-00577, effective May 24, 2025.

Patricia Hanada Rogers, Instructor, Dance, Instructional Services, position P-00512, effective June 4, 2025.

Edward Pohlert, Counselor, Counseling, position P-00445, effective June 4, 2025.

Stephen Vail, Instructor, Automotive Technology, position P-00470, effective June 30, 2025.
3. Resignation of the following regular classified employees:

Erica Balakian, Human Resources Supervisor, Operations, Human Resources, position P-00194, effective June 24, 2025.

Cynthia Dudley, Senior Curriculum and Accreditation Analyst, Instructional Services, position P-00343, effective June 30, 2025.

Kelly Laggner, Senior Science Lab Associate, Physical Sciences, position P-00359, effective May 31, 2025.

Adela Sanchez, College Health Nurse, Health Services, position P-00105, effective June 8, 2025.

Robert Umbas, Custodian, position P-00132, effective July 31, 2025.

4. Employment of the following full-time, tenure-track faculty members:

Marina Argueta, Earth Science Instructor, School of Physical Sciences, full-time, tenure-track, 176 days per year, salary range VI, step 2, \$110,122 per year, effective August 8, 2025.

BS – Geology – UC Los Angeles
MS – Geology – UC Los Angeles
PhD – Geology – UC San Diego

Dr. Argueta has served as a visiting assistant professor at Pomona College teaching Sedimentology, Research Methods, Earth History, and Geohazards since August 2024 and was a graduate student researcher at the University of California, Los Angeles, from 2019 to 2024.

Adam Chin, Instructor, Philosophy, full-time, tenure-track, 176 days per year, salary range VI, step 4, \$119,780 per year, effective August 8, 2025.

BA – History – UC San Diego
BA – Philosophy – UC San Diego
MA – Philosophy – UC Irvine
PhD – Philosophy – UC Irvine

Dr. Chin previously served as a contract faculty member teaching philosophy for the State Center Community College District, as well as an associate instructor and graduate teaching assistant for the University of California Irvine.

Monica Cueva, Instructor, Noncredit ESL, full-time, tenure-track, 176 days per year, class II, step 10, \$135,592 per year, effective August 8, 2025.

MS – Education (TESOL) – Cal State Fullerton

Monica previously served as a contract faculty member teaching ESL for the San Diego Community College District, College of Continuing Education.

Adrea Gonzalez-Karlsson, Biological Sciences Instructor, Evolution, Biodiversity and Organismal Biology Instructor, School of Biological Sciences, full-time, tenure-track, 176 days per year, salary range VI, step 3, \$114,951 per year, effective August 8, 2025.

BA – Spanish/Integrative Biology – UC Berkeley
PhD – Biology – UC Los Angeles

Dr. Gonzalez-Karlsson has served as an adjunct faculty member at Hartnell College teaching environmental science, general anatomy and physiology, human physiology and human biology since August of 2021 and taught Integrative Pest Management

and Technical Writing at CSU Monterey Bay in spring of 2023.

Craig Perez, Instructor, Ethnic Studies, P–12709 full-time, tenure-track, 176 days per year, salary class VI, step 10, \$148,747 per year, effective August 8, 2025.

BA - Literature and Art History - University of Redlands

MA - Ethnic Studies - UC Berkeley

MFA - Creative Writing - University of San Francisco

PhD - Ethnic Studies - UC Berkeley

Dr. Perez has served as a full-time Professor for over twelve years at the University of Hawaii, Manoa, teaching undergraduate and graduate courses. Dr. Perez has also served as an Associate Faculty at MiraCosta College, teaching Ethnic Studies courses since 2023.

India Pierce, Instructor, Ethnic Studies, P–12710, full-time, tenure-track, 176 days per year, salary class VI, step 5, \$124,607 per year, effective August 8, 2025.

BA - Women's Studies - Ohio University

MA - Ethnic Studies - UC San Diego

MA - African and African American Studies - Ohio State University

PhD - Ethnic Studies - UC San Diego

Dr. Pierce has served as Associate Instructor and Teacher Assistant for five years at UC San Diego, teaching undergraduate courses. Dr. Pierce has also served as Program Manager at Duke University for three years, as well as Student Services Specialist at Mira Costa College from 2018-2021.

Dingguo Zhang, Human Physiology Instructor, School of Biological Sciences, full-time, tenure-track, 176 days per year, salary range VI, step 6, \$129,435 per year, effective August 8, 2025.

BS – Medicine – Xuzhou Medical University, China

PhD – Cellular/Molecular Physiology – University of Alabama at Birmingham

Dr. Zhang has served as an instructor at Wallace State Community College teaching Human Anatomy and Physiology since August of 2023 and completed a post-doctoral fellowship from October 2020 to August 2023.

5. Employment of temporary, full-time faculty member Paula Toto, Interim Instructor, Biotechnology, full-time, one academic year, non-tenure track, salary class 6, step 3, \$110,530 per year (on the 2024-2025 academic annual salary schedule).

BS - Biological Sciences - Centro Universitario Plinio Leite, Brazil

MS - Biosciences - Universidade do Estado do Rio de Janeiro, Brazil

PhD - Sanford Burnham Prebys Medical Discovery Institute, La Jolla, CA

Dr. Toto has served as Associate Faculty in MiraCosta College's Biological Science department since 2017, teaching various Biology courses. In addition, Professor Toto has worked at the Open Biopharma Research and Training Institute.

6. Employment of the following regular classified employees:

Kandyce Balser, Human Resources Assistant, Benefits, Human Resources, position P-12646, salary range 20, step 2, \$2,714.63 per month, 18 hours per week, 12 months per year, effective May 22, 2024. Kandyce was selected through an open recruitment process.

Aurora Iglesias, Student Support Advisor, Student Services Welcome Center, position P-08461, salary range 22, step 1, \$6,057.75 per month, full-time, 40 hours per week, 12 months per year, effective May 30, 2025. Aurora was selected through an open recruitment process.

Brenda Morelia-Lopez, Administrative Support Assistant, Counseling Operations, P-06163, salary range 9, Step 1, \$4,160.92 per month, full-time, 40 hours per week, 12 months per year, Effective May 26, 2025. Brenda was selected through an open recruitment process.

Gladis Onate-Raya, Senior Human Resources Technician, Human Resources, position P-00192, salary range 24, step 1, \$6,610.16 per month, full-time, 40 hours per week, 12 months per year, effective July 1, 2025. Gladis was selected through an open recruitment process.

Nicholas Ortega, Student Support Advisor, position P-07001, salary range 22, step 1, \$6,057.75 per month, full-time, 12 months per year, effective May 30, 2025. Nicholas was selected through an open recruitment process.

Megan Suster, Student Support Advisor, position P-00373, salary range 22, step 2, \$6,390.41 per month, full-time, 12 months per year, effective June 9, 2025. Megan was selected through an open recruitment process.

Cristobal Vasquez Barrera, Student Support Advisor, position P-00042, salary range 22, step 1, \$6,057.75 per month, full-time, 12 months per year, effective May 30, 2025. Cristobal was selected through an open recruitment process.

Tereza Zafra Lopez, Student Support Advisor, Student Services Welcome Center, position P-06215, salary range 22, step 1, \$6,057.75 per month, full-time, 40 hours per week, 12 months per year, effective May 30, 2025. Tereza was selected through an open recruitment process.

7. Permanent change of assignment for the following classified employees:

Ismariceli Antonio Rios, GEAR UP School Site Coordinator, P-00450, has accepted the position of Student Services Specialist, Orientation and Student Support, salary range 21, step 5, longevity L-10, \$7,178.25 per month, full-time, 40 hours per week, 12 months per year, effective July 1, 2025. Ismariceli selected voluntary reassignment in lieu of layoff.

Brayan Astorga, Student Services Specialist, Academic Success and Equity, P-08197, has accepted the position of Student Services Coordinator, Academic Success and Equity, position P-07517, salary range 26, step 3, \$7,546.08 per month, full time, 40 hours per week, 12 months per year, effective July 1, 2025. Brayan was selected through an open recruitment process.

Brandon Bailey, Media Services Technician, ITS Technology Support Services, position

P-05144, has accepted the position of Technology Services Analyst, ITS Technology Support Services, P-00390, salary range 30, Step 5, \$9,309.50 per month, full-time, 40 hours per week, 12 months per year, effective May 13, 2025. Brandon was selected through an open recruitment process.

Omar Canseco, GEAR UP School Site Coordinator, position P-00451, has accepted the position of Student Services Specialist, Student Life and Leadership, salary range 21, step 5, longevity L-11, \$7,178.25 per month, full-time, 40 hours per week, 12 months per year, effective July 11, 2025. Omar selected voluntary reassignment in lieu of layoff.

Chelsea Chavira-Verdin, Administrative Assistant to the Associate Vice President, IDEA, P-10642, has accepted the position of Student Services Coordinator, Academic Success and Equity, position P-00371, salary range 26, step 5, \$8,333.50 per month, full time, 40 hours per week, 12 months per year, effective July 1, 2025. Chelsea was selected through an open recruitment process.

Destiny Costilow, Student Support Advisor, Student Services Welcome Center, position P-00373, has accepted the position of Academic Records Evaluator, Academic Records, position P-00009, salary range 23, step 2, \$6,576.33 per month, full-time, 12 months per year, effective May 26, 2025. Destiny was selected through an open recruitment process.

Sylvia Harrington, Human Resources Assistant, Human Resources, position P-05832, has accepted the position of Senior Human Resources Technician, Human Resources, position P-09232, salary range 24, step 5, longevity L-1, \$7,869.75 per month, full-time, 40 hours per week, 12 months per year, effective June 16, 2025. Sylvia was selected through an open recruitment process.

Lezlie Martinez, Student Support Advisor, Student Services Welcome Center, P-07001 has accepted the position of Veterans Specialist, Veteran's Services, position P-12693, full-time, salary range 24, step 5, \$8,325 per month, full-time, 40 hours per week, 12 months per year, effective May 27, 2025. Lezlie was selected through an open recruitment process.

Sona Wolfe, Human Resources Analyst, Human Resources, position P-00189, has accepted the position of Employee Relations Specialist, Human Resources, position P-07084, salary range 34, step 1, \$8,566.08 per month, full-time, 12 months per year, effective June 23, 2025. Sona was selected through an open recruitment process.

Angelica Zamora, GEAR UP School Site Coordinator, position P-05806, has accepted the position of Administrative Support Assistant III, Financial Aid and Scholarships, salary range 20, step 5, longevity L-1, \$6,971.67 per month, full-time, 40 hours per week, 12 months per year, effective July 1, 2025. Angelica selected voluntary reassignment in lieu of layoff.

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

Manuel Acero, Admissions and Records Specialist, Admissions and Records, CLC, P-00035, will continue to serve as Interim Academic Records Evaluator, A&R Academic Records, classified salary range 23, step 5, longevity L-17, \$7,604.50 per month, full-time, effective July 1, 2025 - February 18, 2026.

Kristin Bebout, Administrative Assistant to the Dean, Career Ed Grants, P-00028, will continue to serve as Interim Career Education Grants Coordinator, Career Ed Grants, classified salary range 26, step 5, longevity L-8, \$8,291.83 per month, full-time, effective July 1, 2025 - June 30, 2026.

Cole Bezzant, Career Studies and Services Internship and Technical Specialist, Workforce IOA, P-00114, will continue to serve as Interim Student Employment Coordinator, Employment Services, classified salary range 26, step 5, longevity L-9, \$8,291.83 per month, full-time, effective July 1 - August 1, 2025.

Mallory Fore, Administrative Support Assistant III, School of Nursing, Health and Wellness, P-00059, will continue to serve as Interim Academic Division Administrative Assistant, School of Nursing, Health and Wellness, classified salary range 21, step 5, longevity L-11, \$7,178.25 per month, full-time, effective July 1, 2025 - June 30, 2026.

Luz Franco, Admissions and Records Specialist, Admissions and Records, CLC, P-00038, will continue to serve as Interim Noncredit Academic Records Evaluator and Admissions Specialist, Admissions and Records, CLC, classified salary range 22, step 5, longevity L-22, \$7,390.92 per month, full-time, effective July 1, 2025 - June 30, 2026.

Lilah Shoukry, Student Services Coordinator, CARE Program, P-10059, will continue to serve as Interim Academic Division Administrative Assistant, 10M, School of Arts, International Languages and Ethnic Studies, classified salary range 21, step 5, longevity L-9, \$7,178.25 per month, full-time, effective July 1, 2025 - June 30, 2026.

Tara Sisario, Academic Division Administrative Assistant, 10M, School of Arts, International Languages and Ethnic Studies, P-07321, will continue to serve as Interim Administrative Assistant to the Dean/Associate Vice President, Information Technology Services, classified salary range 24, step 5, \$7,828.08 per month, full-time, effective July 1, 2025 - June 30, 2026.

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

9. Temporary change of assignment for classified employee Marilyn Roybal, Administrative Division Academic Assistant, Instructional Services, position P-05134, will continue to increase hours from 24 to 40 hours per week, effective July 1, 2025 - June 30, 2026.
10. Reduced workload request for faculty member Zikica Perovic, Math Instructor, Mathematics, position P-00558, beginning August 8, 2025, and ending May 31, 2030, at which time Professor Perovic will retire from the district. Professor Perovic will maintain a 50 percent assignment throughout the agreement period (see attached).
11. Richard Dicker, Nursing Instructor, position P-05235, requests advancement on the faculty salary schedule, from salary class 5 to 6, due to completion of doctoral degree effective June 1, 2025.
12. In accordance with Article 12.7 of the Academic Associate Faculty collective bargaining agreement, Edwina Williams, Associate Faculty member in Sociology, requests advancement on the associate faculty salary schedule, from salary class 5 to 6, due to the completion of a doctoral degree, effective June 1, 2025.

13. The following faculty members have given notice of their intent to advance on the academic salary schedule due to the completion of SAC approved coursework, effective July 1, 2025:
 - a. Emily Mercuri, Nursing Instructor, position P- 00592, from salary class 4 to 5.
 - b. JahB Prescott, English Instructor, position P- 05250, from salary class 4 to 5.
 - c. Eric Snortum, Oceanography Instructor, position P- 00596, from salary class 3 to 5.
14. In accordance with Article 12.7 of the Academic Associate Faculty collective bargaining agreement, the following associate faculty members request advancement on the associate faculty salary schedule due to the completion of SAC approved coursework, effective July 1, 2025, as follows:
 - a. Shane Anderson, Associate Sociology Instructor, position P-07466, from salary class 2 to 3.
 - b. Gabriela Bryant, Associate Business Instructor, position P-00820, from salary class 4 to 5.
 - c. Melissa Feinberg, Associate Librarian, position P-04828, from salary class 3 to 4.
 - d. Stephen Hilliard, Associate Computer Studies Instructor, position P-09056, from salary class 3 to 5.
 - e. Sean McMahon, Associate Chemistry Instructor, position P-12739, from salary class 2 to 3.
 - f. Eliza Rabinovich, Associate English as a Second Language Instructor, position P-02484, from salary class 2 to 4.
 - g. Ariana Solis, Associate Counselor, position P-09156, from salary class 3 to 4.
 - h. Jennifer Streagle, Associate Child Development Instructor, position P-10249, from salary class 2 to 5.
 - i. Sinclair Tirona, Associate Communication Studies Instructor, position P-09900, from salary class 2 to 3.
 - j. Virigina Velati -Tirona, Associate Librarian, position P-01134, from salary class 4 to 5.
 - k. Sadie Weinberg, Associate Instructor Dance, position P-00825, from salary class 2 to 3.
 - l. Alison Weitman, Associate Librarian, position P-01206, from salary class 2 to 5.
15. Employment of the following associate faculty members for the 2025 summer and fall sessions, payable in accordance with the Collective Bargaining Agreement for Academic Associate Faculty:

| | | |
|----------------|--------------|-------------------------|
| Elizabeth | Rooklidge | Art |
| Elizabeth Anne | Norris | Art |
| Marcus | Doyle | Art |
| Angela | Minnameyer | Biological Sciences |
| Kellee | Ramirez | Biotechnology |
| Sheila | Shah | Biotechnology |
| Angelina | Rodriguez | Career Studies |
| Antonio | Ramirez | Career Studies |
| Allison | Abbott | Communication Studies |
| Christina | Kistler | Communication Studies |
| Jeannie | Reilly | Design |
| Errol | Browne | History |
| Diajaira | Agpalza | International Languages |
| Oscar | Amaya Ortega | International Languages |
| Edgar | Alvarez | Library Science |
| Bhavisha | Talsania | Mathematics |
| Felicia | Peacock | Nursing |
| Adela | Sanchez | Nursing |

16. 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.

| Administrative Services | | | | | | | |
|-------------------------|------------|--|---------------------|---------------------------------|------------|------------|----------|
| Last Name | First Name | Job Title | Assignment | Department | Pay Rate | Start Date | End Date |
| Ahumada Marroquin | Omar | Accounting Specialist | Substitute | Accounting | \$37.02/hr | 7/1/25 | 7/31/25 |
| Blunt | Travis | Custodian | Substitute | Custodial | \$24.72/hr | 7/1/25 | 6/30/26 |
| Gill | Brandon | Custodian | Substitute | Custodial | \$24.72/hr | 7/1/25 | 6/30/26 |
| Magdaleno | Anarosa | Custodian | Substitute | Custodial | \$24.72/hr | 7/1/25 | 6/30/26 |
| Ventura | Emiliano | Custodian | Substitute | Custodial | \$24.72/hr | 7/1/25 | 6/30/26 |
| Perez | David | Gardener | Substitute | Grounds | \$28.55/hr | 7/1/25 | 6/30/26 |
| Fedie | Mitchell | Campus Aide III | Short-term | ITS Technology Support Services | \$20.50/hr | 7/1/25 | 7/31/25 |
| Ornelas | Anamely | Police Dispatcher / Records Technician | Substitute | Police Administrative | \$34.95/hr | 7/1/25 | 8/1/25 |
| Martinez Chavez | Daniel | Police Support Assistant I | Substitute | Police Administrative | \$27.74/hr | 7/1/25 | 6/30/26 |
| Cisneros | Juan | Police Community Service Officer | Substitute | Police Enforcement Unit 2 | \$29.38/hr | 7/1/25 | 6/30/26 |
| Valdovinos Nava | Jose | Police Community Service Officer | Substitute | Police Enforcement Unit 2 | \$29.38/hr | 7/1/25 | 6/30/26 |
| Viramontes | Shawn | Police Officer | Substitute | Police Enforcement Unit 2 | \$29.38/hr | 7/1/25 | 6/30/26 |
| Cisneros | Juan | Police Services Officer | Substitute | Police Enforcement Unit 2 | \$30.25/hr | 7/1/25 | 6/30/26 |
| Human Resources | | | | | | | |
| Last Name | First Name | Job Title | Assignment | Department | Pay Rate | Start Date | End Date |
| Rossman | Cherine | Expert IT Consultant, Hourly | Professional Expert | Human Resources | \$95.00/hr | 7/1/25 | 6/30/26 |
| Hunter | Natalie | Human Resources Assistant | Substitute | Human Resources | \$32.99/hr | 7/1/25 | 6/30/26 |
| IDEA | | | | | | | |
| Last Name | First Name | Job Title | Assignment | Department | Pay Rate | Start Date | End Date |
| Collins | Kaleigh | Campus Aide III | Short-term | Student Equity | \$18.50/hr | 7/1/25 | 7/10/25 |
| Fuentes | Cassandra | Campus Aide III | Short-term | Student Equity | \$18.50/hr | 7/1/25 | 7/10/25 |

| Hernandez | Gaudencio | Campus Aide III | Short-term | Student Equity | \$18.50/hr | 7/1/25 | 7/10/25 |
|-------------------------------|-------------------|-----------------------------|-------------------|--------------------------------|-----------------|-------------------|-----------------|
| Olea | Jair | Campus Aide III | Short-term | Student Equity | \$18.50/hr | 7/1/25 | 7/10/25 |
| Siy | Mark | Campus Aide III | Short-term | Student Equity | \$18.50/hr | 7/1/25 | 7/10/25 |
| Vargas | Diego | Campus Aide III | Short-term | Student Equity | \$18.50/hr | 7/1/25 | 7/10/25 |
| Wong | Ella | Campus Aide III | Short-term | Student Equity | \$18.50/hr | 7/1/25 | 7/10/25 |
| Elmahdi | Weiam | Instructional Aide | Short-term | Academic Success & Equity | \$24.72/hr | 7/1/25 | 7/31/25 |
| Shetula | Naomi | Instructional Aide | Short-term | Academic Success & Equity | \$24.72/hr | 7/1/25 | 7/31/25 |
| Bakari Naranjo | Amir | Student Services Specialist | Short-term | Academic Success & Equity | \$33.96/hr | 7/1/25 | 6/30/26 |
| Morales Benitez | Susy | Student Services Specialist | Short-term | Academic Success & Equity | \$33.96/hr | 7/1/25 | 6/30/26 |
| Instructional Services | | | | | | | |
| Last Name | First Name | Job Title | Assignment | Department | Pay Rate | Start Date | End Date |
| Agundez | Rory | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Alhamami | Hanan | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Biel | Benjamin | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Blanco | Miguel | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Cope | Tanner | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Crabb | Luna | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Estrada | Mario-Steven | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Garrido | Zella | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Horner | Trysten | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Jose | Monica | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Kaur | Kimrut | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Magsayo | Vincemmanuel | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Martinez | Juan | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Melendy | Isabella | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Montanari | Mark | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Noorzay | Omaed | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Osburn | Tighe | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Perez | Xela | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Perez | Briza | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Sanchez | Ricardo | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Schanzenbach | Caleb | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Snyder | Kyle | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Springfield | Emily | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Tuazon | Tressah | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Urzi-Tumino | Darlene | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |

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|-------------------|------------|--|------------|--------------------------------|------------|---------|---------|
| Vaughn | Marie | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Wozow | Ashley | Apprentice III | Short-term | Academic Support & Innovations | \$18.50/hr | 7/1/25 | 8/2/25 |
| Brigandi | Connor | Learning Coach | Short-term | Academic Support & Innovations | \$34.95/hr | 7/1/25 | 6/30/26 |
| Dieguez Hernandez | Estefania | Learning Coach | Short-term | Academic Support & Innovations | \$34.95/hr | 7/1/25 | 6/30/26 |
| Belcher | Jason | Instructional Assistant | Substitute | Automotive Technology | \$29.38/hr | 7/1/25 | 6/30/26 |
| Flores | Diego | Apprentice III | Short-term | Biotechnology | \$18.50/hr | 7/1/25 | 7/31/25 |
| Choice | Keshia | Campus Aide II | Short-term | Career Center | \$18.50/hr | 7/1/25 | 7/31/25 |
| Prince | Emanuel | Campus Aide III | Short-term | Career Center | \$20.50/hr | 7/1/25 | 7/31/25 |
| Belz | Vitoria | Apprentice I | Short-term | Chemistry | \$16.50/hr | 7/1/25 | 7/31/25 |
| Gudeon | Kaycee | Apprentice I | Short-term | Chemistry | \$16.50/hr | 7/1/25 | 7/31/25 |
| Haines | Madelyn | Apprentice I | Short-term | Chemistry | \$16.50/hr | 7/1/25 | 7/31/25 |
| Sanchez | Roseline | Apprentice I | Short-term | Chemistry | \$16.50/hr | 7/1/25 | 7/31/25 |
| Songco | Ryan | Apprentice I | Short-term | Chemistry | \$16.50/hr | 7/1/25 | 7/31/25 |
| Hernandez | Julie | Senior Science Lab Associate | Substitute | Chemistry | \$39.24/hr | 6/9/25 | 6/30/25 |
| Lopez | Eulalia | Senior Science Lab Associate | Substitute | Chemistry | \$39.24/hr | 6/16/25 | 6/30/25 |
| Burkhart | Katie | Apprentice I | Short-term | Child Development Center | \$16.50/hr | 8/1/25 | 5/31/26 |
| Duffy | Jamie | Apprentice I | Short-term | Child Development Center | \$16.50/hr | 8/1/25 | 5/31/26 |
| Guerrero | Rosalva | Apprentice I | Short-term | Child Development Center | \$16.50/hr | 8/1/25 | 5/31/26 |
| Johnson | Stephanie | Apprentice I | Short-term | Child Development Center | \$16.50/hr | 8/1/25 | 5/31/26 |
| Lopez | Kimberly | Apprentice I | Short-term | Child Development Center | \$16.50/hr | 8/1/25 | 5/31/26 |
| Miura | Kyra | Apprentice I | Short-term | Child Development Center | \$16.50/hr | 8/1/25 | 5/31/26 |
| Rubidoux | Alexa | Apprentice I | Short-term | Child Development Center | \$16.50/hr | 8/1/25 | 5/31/26 |
| Vargas | Stephanie | Apprentice I | Short-term | Child Development Center | \$16.50/hr | 8/1/25 | 5/31/26 |
| Castillon | Neida | Apprentice II | Short-term | Child Development Center | \$17.50/hr | 8/1/25 | 5/31/26 |
| Garcia Santiago | Coral | Apprentice II | Short-term | Child Development Center | \$17.50/hr | 8/1/25 | 5/31/26 |
| Martinez | Dayra | Apprentice II | Short-term | Child Development Center | \$17.50/hr | 8/1/25 | 5/31/26 |
| Oberhaus | Christina | Apprentice II | Short-term | Child Development Center | \$17.50/hr | 8/1/25 | 5/31/26 |
| Tellez | Genessis | Apprentice II | Short-term | Child Development Center | \$17.50/hr | 8/1/25 | 5/31/26 |
| Adame | Michelle | Apprentice III | Short-term | Child Development Center | \$18.50/hr | 8/1/25 | 5/31/26 |
| Ali | Tabassum | Apprentice III | Substitute | Child Development Center | \$18.50/hr | 8/1/25 | 5/31/26 |
| Tom | Kathleen | Apprentice III | Short-term | Child Development Center | \$18.50/hr | 8/1/25 | 5/31/26 |
| Garcia Castillo | Blanca | Apprentice III | Short-term | Child Development Center | \$18.50/hr | 8/1/25 | 5/31/26 |
| Ali | Tabassum | Early Childhood Education Instructional Specialist | Short-term | Child Development Center | \$32.04/hr | 8/1/25 | 5/31/26 |
| Letuli | Tafu | College for Kids Counselor | Substitute | Community Ed & Workforce Dev | \$18.50/hr | 6/18/25 | 6/30/25 |
| Lopez | Kimberly | College for Kids Counselor | Substitute | Community Ed & Workforce Dev | \$18.50/hr | 6/18/25 | 6/30/25 |
| Arch | Brenda | Drivers Ed Instructor | Short-term | Community Ed & Workforce Dev | \$30.00/hr | 6/16/25 | 6/30/25 |
| Apple | Kristopher | Accompanist I | Short-term | Dance | \$26.00/hr | 8/18/25 | 6/30/26 |
| Saldivar | Dannia | Administrative Support Assistant III | Substitute | Honors | \$32.99/hr | 7/1/25 | 6/30/26 |
| Maeda | Tomomi | Instructional Assistant | Substitute | International Languages | \$29.38/hr | 6/13/25 | 6/30/25 |
| Botuchis | Lisa | Apprentice I | Short-term | Learning Centers | \$16.50/hr | 7/1/25 | 8/2/25 |
| Cox | Crosby | Apprentice I | Substitute | Learning Centers | \$16.50/hr | 6/2/25 | 6/30/25 |
| Espinoza | Zilah | Apprentice I | Short-term | Learning Centers | \$16.50/hr | 7/1/25 | 8/2/25 |
| Fries | Courtney | Apprentice I | Substitute | Learning Centers | \$16.50/hr | 6/2/25 | 6/30/25 |
| Graf | Rachel | Apprentice I | Short-term | Learning Centers | \$16.50/hr | 7/1/25 | 8/2/25 |
| Taraleskof | Dax | Apprentice I | Short-term | Learning Centers | \$16.50/hr | 7/1/25 | 8/2/25 |
| Tuazon | Tressah | Apprentice I | Short-term | Learning Centers | \$16.50/hr | 7/1/25 | 8/2/25 |
| Valenzuela | Briana | Apprentice I | Substitute | Learning Centers | \$16.50/hr | 6/2/25 | 6/30/25 |

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|--------------------|-------------|-----------------------|------------|-----------------------------|------------|---------|---------|
| Gonzalez Hernandez | Isabel | Apprentice II | Short-term | MESA Program | \$17.50/hr | 7/1/25 | 7/31/25 |
| Mora Jacinto | Jessica | Apprentice II | Short-term | MESA Program | \$17.50/hr | 7/1/25 | 7/31/25 |
| Cochran | Nancy | Accompanist II | Short-term | Music | \$45.00/hr | 8/18/25 | 6/30/26 |
| Lopez | Michael | Accompanist II | Short-term | Music | \$45.00/hr | 8/18/25 | 6/30/26 |
| Pawl | Wesley | Program Consultant II | Short-term | Small Business Dev Ctr | \$56.00/hr | 7/1/25 | 6/30/26 |
| Kelley II | James | Program Consultant II | Short-term | Small Business Dev Ctr | \$56.00/hr | 7/1/25 | 6/30/26 |
| Bigelow | Alexia | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Bissonnette | Neil | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Enriquez | Fatima | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Kelley | James | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Modigh | Ethan | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Espinoza | Zilah | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| La Bianco | Connor | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Fortunato | Jade | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Lagrange | Simon | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Cantu | Eric | Apprentice III | Substitute | STEM Learning Center | \$18.50/hr | 6/1/25 | 6/30/25 |
| Fukunaga | Daniel | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Linney | Jayden | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Geronimo | Michael | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Litman | Samuel | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Gonzalez | John | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Lopez | Sarah | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Dorazio | Dharma | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Gonzalez Hernandez | Isabel | Apprentice III | Short-term | STEM Learning Center (Math) | \$18.50/hr | 7/1/25 | 8/2/25 |
| McDaniel | Auston | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Meacham | Jack | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Gordon | John | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Mendoza | Cesar | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Gorges | George | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Brown | Ethan | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Estabillo | Chantelle | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Gragossian | Thomas | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Hernandez | Alfredo | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Hernandez | Crystal | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Hernandez Solorio | Melody | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Hoffmeyer | Anna | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Johnston | Matthew | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Aurich | Alexander | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Doubek | Nicole | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Moreno | Issabella | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Sprague | Shelby | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| O'Kelly Atkins | Nathanael | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| O'Kelly Atkins | Shannon | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Stewart | Andrew | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Strang | Ainsley | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Olgine | Maria | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Strong | Christopher | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Oliver | Filip | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Taraleskof | Dax | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Ortega | Gabriela | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Thuc Quyen Do | Hoang | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Ottewell | Alexander | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |

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|--------------------|-----------|--------------------|------------|----------------------|------------|--------|----------|
| Urzi Tumino | Amberlynn | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Pacheco | Ava | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Usmani | Aamina | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Phan | Kayla | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Veteto | Theodore | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Phillips | Natalya | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Vilchis | Daniel | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Powell | Levi | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Weinstein | Kylee | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Quandt | Brandon | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Al Joubi | Adnan | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Serrano | Arianna | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Shetty | Anisha | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Shin | Jaegyeong | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Songco | Ryan | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Chantrill | Christina | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Cuahutenangp | Erica | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Dietrich | Philip | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Willett | Margaret | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Willis | Tyler | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Zapata | Daniel | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Zeballos | Steve | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Zhou | Ryan | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Zimmermann | Andreas | Apprentice III | Short-term | STEM Learning Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Castillejos | Juan | Learning Coach | Short-term | STEM Learning Center | \$34.95/hr | 7/1/25 | 6/30/26 |
| DeFreitas | Amber | Learning Coach | Short-term | STEM Learning Center | \$34.95/hr | 7/1/25 | 6/30/26 |
| Behler | Charlotte | Campus Aide I | Short-term | Theatre & Film | \$16.50/hr | 7/1/25 | 7/31/25 |
| Elliott | Zachary | Campus Aide I | Short-term | Theatre & Film | \$16.50/hr | 7/1/25 | 7/31/25 |
| Behler | Charlotte | Campus Aide II | Short-term | Theatre & Film | \$18.50/hr | 7/1/25 | 7/31/25 |
| Elliott | Zachary | Campus Aide III | Short-term | Theatre & Film | \$20.50/hr | 7/1/25 | 7/31/25 |
| Yurick | Thomas | Campus Aide III | Short-term | Theatre & Film | \$20.50/hr | 7/1/25 | 7/31/25 |
| Afshinpour | Ellie | Instructional Aide | Short-term | Workforce IOA | \$24.72/hr | 7/1/25 | 12/31/25 |
| Afshinpour | Ehsan | Instructional Aide | Short-term | Workforce IOA | \$24.72/hr | 7/1/25 | 12/31/25 |
| Mora Villa | Maria | Instructional Aide | Short-term | Workforce IOA | \$24.72/hr | 7/1/25 | 12/31/25 |
| Angarita Navarro | Eddy | Instructional Aide | Short-term | Workforce IOA | \$24.72/hr | 7/1/25 | 12/31/25 |
| Angulo Coral | Alexandra | Instructional Aide | Short-term | Workforce IOA | \$24.72/hr | 7/1/25 | 12/31/25 |
| Pena | Wendy | Instructional Aide | Short-term | Workforce IOA | \$24.72/hr | 7/1/25 | 12/31/25 |
| Podlewski | Louisa | Instructional Aide | Short-term | Workforce IOA | \$24.72/hr | 7/1/25 | 12/31/25 |
| Moya | Xavier | Instructional Aide | Short-term | Workforce IOA | \$24.72/hr | 7/1/25 | 12/31/25 |
| Nieves | Gypsy | Instructional Aide | Short-term | Workforce IOA | \$24.72/hr | 7/1/25 | 12/31/25 |
| Pili | Mariene | Instructional Aide | Short-term | Workforce IOA | \$24.72/hr | 7/1/25 | 12/31/25 |
| Rodrigues da Costa | Sirlei | Instructional Aide | Short-term | Workforce IOA | \$24.72/hr | 7/1/25 | 12/31/25 |
| Sada | Esther | Instructional Aide | Short-term | Workforce IOA | \$24.72/hr | 7/1/25 | 12/31/25 |
| Sathaliya | Maria | Instructional Aide | Short-term | Workforce IOA | \$24.72/hr | 7/1/25 | 12/31/25 |
| Vazquez | Samuel | Instructional Aide | Short-term | Workforce IOA | \$24.72/hr | 7/1/25 | 12/31/25 |
| Villa | Gloria | Instructional Aide | Short-term | Workforce IOA | \$24.72/hr | 8/4/25 | 12/31/25 |
| Chiang | Yuan | Instructional Aide | Short-term | Workforce IOA | \$24.72/hr | 7/1/25 | 12/31/25 |
| Fernandez | Sandy | Instructional Aide | Short-term | Workforce IOA | \$24.72/hr | 7/1/25 | 12/31/25 |
| Flores Gonzalez | Natalia | Instructional Aide | Short-term | Workforce IOA | \$24.72/hr | 7/1/25 | 12/31/25 |
| Herrera | Edgar | Instructional Aide | Short-term | Workforce IOA | \$24.72/hr | 7/1/25 | 12/31/25 |
| Mendoza Nunez | Manuel | Instructional Aide | Short-term | Workforce IOA | \$24.72/hr | 7/1/25 | 12/31/25 |
| Zimmermann | Maria | Instructional Aide | Short-term | Workforce IOA | \$24.72/hr | 7/1/25 | 12/31/25 |

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|-------------------------|-------------------|---|-------------------|------------------------------|-----------------|-------------------|-----------------|
| Zorzin | Maria | Support Assistant II, Noncredit Adult Ed | Short-term | Workforce IOA | \$29.38/hr | 7/1/25 | 12/31/25 |
| Camarillo Gomez | Siclali | Support Assistant, Noncredit Adult Ed | Short-term | Workforce IOA | \$26.20/hr | 7/1/25 | 12/31/25 |
| Fernandez | Sandy | Support Assistant, Noncredit Adult Ed | Short-term | Workforce IOA | \$26.20/hr | 7/1/25 | 12/31/25 |
| Flores | Rocio | Support Assistant, Noncredit Adult Ed | Short-term | Workforce IOA | \$26.20/hr | 7/1/25 | 12/31/25 |
| Arango | Margarita | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| King | Katelyn | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Arnold | Sean | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Kobayashi | Sanae | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Aubrey Nagpi | Aidan | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Lee | Alexa | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Bojalil Schroeder | Nicole | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| MacEoghain | Jade | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Botuchis | Lisa | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Meehan | Frances | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Griffith | Michael | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Castillo Gomez | Maria | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Murphy | Haley | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Monet Cooke | Raphael | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Nielsen | Nadia | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Dun | Kallen | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Phillips | Ian | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Hale | Camryn | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Highland Coslow | Helen | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Echevarria | Annel | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Rakestraw | Angelina | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Saint Rose | Marvin | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Sakrekoff | Alexandria | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Elder | Ellissa | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Resendiz | Giselle | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Valencia | Joseph | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Farahbakhsh | Negar | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Roberson | Bridgette | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Ferreira | Emma | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Ruiz | Ericela | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Walker | Sanae | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Young | Gabriel | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Gregory | Aurora | Apprentice III | Short-term | Writing Center | \$18.50/hr | 7/1/25 | 8/2/25 |
| Martinez Aquino | Mayra | Learning Coach | Short-term | Writing Center | \$34.95/hr | 7/1/25 | 6/30/26 |
| Student Services | | | | | | | |
| Last Name | First Name | Job Title | Assignment | Department | Pay Rate | Start Date | End Date |
| Ricardez | Perlita | Academic Records Evaluator | Short-term | A&R, Academic Records | \$35.98/hr | 7/1/25 | 6/30/26 |
| Rodriguez | Brittany | Academic Records Evaluator | Short-term | A&R, Academic Records | \$35.98/hr | 7/1/25 | 6/30/26 |
| Cavo | Greta | Admissions and Records Specialist | Substitute | Admissions & Records, OCN | \$32.99/hr | 7/1/25 | 6/30/26 |
| Dill | Laura | Assistant Athletic Trainer | Substitute | Athletics & Intramurals | \$37.02/hr | 7/1/25 | 6/30/26 |
| Lopez | Monica | Assistant Athletic Trainer | Short-term | Athletics & Intramurals | \$37.02/hr | 7/1/25 | 6/30/26 |
| Angon | Mayra | Campus Aide III | Short-term | GEAR UP | \$18.50/hr | | |

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|--------------------|---------|-------------------------------------|------------|------------------------------|------------|---------|----------|
| Arispe | Rylee | Facilities Event Support Assistant | Short-term | Athletics & Intramurals | \$25.00/hr | 7/1/25 | 6/30/26 |
| Perryman | Westly | Facilities Event Support Assistant | Short-term | Athletics & Intramurals | \$25.00/hr | 7/1/25 | 6/30/26 |
| Robinson | Robert | Facilities Event Support Assistant | Short-term | Athletics & Intramurals | \$25.00/hr | 7/1/25 | 6/30/26 |
| Salas | Daniel | Facilities Event Support Assistant | Short-term | Athletics & Intramurals | \$25.00/hr | 7/1/25 | 6/30/26 |
| Sarmiento | Rodrigo | Facilities Event Support Assistant | Short-term | Athletics & Intramurals | \$25.00/hr | 7/1/25 | 6/30/26 |
| Gore | Clason | Locker Room Safety Assistant | Substitute | Athletics & Intramurals | \$24.00/hr | 6/9/25 | 6/30/25 |
| Sarmiento | Rodrigo | Student Services Specialist | Short-term | Athletics & Intramurals | \$33.96/hr | 7/1/25 | 6/30/26 |
| McClinton | Alani | Administrative Support Assistant II | Substitute | CARE Program | \$29.38/hr | 7/1/25 | 6/30/26 |
| Malicoat | Lauryn | Financial Aid Technician | Substitute | Financial Aid & Scholarships | \$35.98/hr | 5/26/25 | 6/30/25 |
| Lauriano | Kayla | College Health Nurse | Substitute | Health Services | \$41.55/hr | 7/1/25 | 6/30/26 |
| Sanchez | Adela | College Health Nurse | Substitute | Health Services | \$41.55/hr | 6/9/25 | 6/30/25 |
| Santoriello Kaspar | Jeanne | College Health Nurse | Substitute | Health Services | \$41.55/hr | 7/1/25 | 6/30/26 |
| Guerra | Yolanda | Health Services Assistant | Substitute | Health Services | \$32.04/hr | 7/1/25 | 6/30/26 |
| Maciel Segovia | Rocio | Health Services Assistant | Short-term | Health Services | \$32.04/hr | 7/1/25 | 12/31/25 |
| Bustamante | Stephen | Administrative Support Assistant I | Substitute | Student Services, San Elijo | \$24.00/hr | 7/1/25 | 6/30/26 |
| Bell | Ryan | Testing Services Assistant | Substitute | Testing Services | \$29.38/hr | 7/1/25 | 6/30/26 |

RECOMMENDATION

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

REDUCED WORKLOAD AGREEMENT

Pursuant to Education Code Sections 87483 and 89516, approved by the Superintendent/President of the MiraCosta Community College District on May 5th, 2025 in accordance with its policies, I agree to perform as an Math Instructor for the Mathematics department on the part-time basis specified below with full retirement credit. I agree to retire from my position with the District on or before the conclusion of the reduced workload agreement on May 31, 2030.

1. Participation in the program begins August 8, 2025 and will end at the conclusion of the 2029/2030 academic year.
2. The required days/hours of service and compensation will not be less than Fifty percent (50%) of those worked by and salary paid to regular, full-time faculty during the school year for which this agreement is in force.
The required service for the 2025/2026 fiscal year shall be reduced to 50% beginning August 8, 2025 and ending May 22, 2026.
3. District and employee contributions to the State Teachers' Retirement System shall be based on the full-time salary amount for the applicable fiscal year.
4. Any leave without pay that would reduce earnings below Fifty percent (50%) will void participation in this program.
5. Compensation for service during the reduced workload period will be paid in ten (10) equal monthly payments beginning August 31, 2025 through May 31, 2026.
6. The employee shall retain all rights and benefits for which payments are made that would be required if employed full-time, including health and retirement.
7. Retirement before the "normal" close of the contract school year will void participation for the final year. Service credit will be adjusted accordingly.
8. Amendment to or termination of this agreement prior the end date shall require approval of both parties hereto.

Signature: Zika Perovic Name: Zikica Perovic Date: 05/08/2025

Dean Approval:

Signature: Lauren Halsted Date: 05/08/2025

Name: Lauren Halsted, Title: Dean

Vice President Approval:


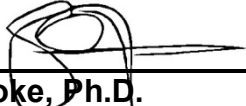
Signature: Kristina Pescarmona Date: 05/20/2025

Name: Kristina Pescarmona, Title: Asst Superintendent/Vice President (Academic)

Superintendent/President Approval:

Signature: Sunita Cooke Date: 05/20/2025

Name: Sunita Cooke, Title: Superintendent

| | |
|--|---|
| Subject: Approve 2025-2028 Salary Schedule for Confidential Employees | Attachment: None |
| Category: Consent Items | Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action |
| Institutional Goals: mcc_mission_statement.pdf (miracosta.edu) | Institutional Goal Supported: Goal 1 Goal 2 Goal 3 <input checked="" type="checkbox"/> 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

During spring 2025, the district engaged in meet-and-confer discussions with the Confidential Employees, including those related to cost-of-living adjustments (COLA) for the salary schedule.

STATUS

It is recommended the Board of Trustees approve salary schedule increases for confidential employees in the following amounts, effective July 1 of each year respectively:

Confidential Classified Employees:



- 2025-2026 3.0% COLA
- 2026-2027 3.0% COLA
- 2027-2028 1.5% COLA

Confidential Classified Administrators:

- 2025-2026 4.0% COLA
- 2026-2027 2.5% COLA
- 2027-2028 2% COLA

RECOMMENDATION

Approve 2025-2028 Salary Schedule for Confidential Employees, as stated above.

| | |
|---|--|
| Subject: Approve Student Worker Salary Schedule | 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 type="checkbox"/> Goal 2 <input type="checkbox"/> Goal 3 <input type="checkbox"/> Goal 4 <input checked="" type="checkbox"/> |
| Recommend:  Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources | Approved for Consideration:  Sunita V. Cooke, Ph.D. Superintendent/President |

BACKGROUND

Following a review of employee classifications in spring 2025, it was determined there is a need to create a new Student Worker classification series with a tiered salary structure. The new salary schedule will provide higher compensation for more experienced Student Workers as they progress with their education and learn new skills. The salary schedule aligns with the requirements in Education Code Section 88003.

STATUS

It is recommended the board of trustees approve this newly created Student Worker salary schedule, effective August 1, 2025:

Student Worker I: \$16.50/hour
Student Worker II: \$18.50/hour
Student Worker III: \$20.50/hour

RECOMMENDATION

Approve Student Worker salary schedule, effective August 1, 2025.

| | |
|--|---|
| Subject: Approve Salary Schedule and Employment Contracts for Professional Experts | Attachment: Salary Schedule and Employment Contract for Professional Experts – Template |
| 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: <hr style="border: 0; border-top: 1px solid black; margin: 0;"/> Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources | Approved for Consideration: <hr style="border: 0; border-top: 1px solid black; margin: 0;"/> Sunita V. Cooke, Ph.D. Superintendent/President |

BACKGROUND

MiraCosta College administers a number of grants. Education Code section 88003.1(b)(2) allows for personal service contracts to be used when the services to be performed are not available through the district, cannot be performed satisfactorily by district employees, or are of such a highly specialized or technical nature that the necessary knowledge, skills, or experience are not available through the district. The contracts for the professional experts hired for these positions expire on June 30, 2025. The attached salary schedule for professional experts includes a recommended cost of living adjustment (“COLA”) of 4 percent for 2025/26, which is commensurate with the COLA received by other employee groups.

STATUS

The attached professional expert salary schedule is recommended for approval and the following employment contracts are recommended for renewal with the term commencing on July 1, 2025, to June 30, 2026:

- Cheryl Brown, Program Director, Small Business Development Center, full-time, \$156,105 per year.
- Traci Cole, Program Director, Veterans Business Outreach Center, full-time, \$141,593 per year.
- Molly Ash, Director, Apprenticeship Program Development, full-time, \$144,066 per year.
- Wallace Keau Wong, Director, Bioscience Workforce Development Hub, full-time, \$146,897 per year.
- Tina Ngo Bartel, Executive Director, Center of Excellence for Labor Market Research, full-time, \$157,009 per year.

- Robert Chu, Regional Programs Manager, Center of Excellence for Labor Market Research, full-time, \$91,945 per year.
- Christine Timbol Larson, Associate Director, Center of Excellence for Labor Market Research, full-time, \$132,761 per year.
- Tasi Rodroquez, Regional Professional Development Manager, Center of Excellence for Labor Market Research, \$103,419 per year.
- Daisy Alonso, Program Advisor I, full-time, \$86,946 per year.
- Dajana Barbiani, Program Advisor II, full-time, \$94,833 per year.
- Hideaki Asto, Regional Career and Technical Education Research Expert, full-time, \$81,440 per year.
- Li “Annie” Cong, Regional Career and Technical Education Research Expert, full-time, \$81,440 per year.
- Vicky Chhi, Regional Career and Technical Education Research Expert, full-time, \$81,440 per year.
- Michael Gracia, Regional Career and Technical Education Research Expert, full-time, \$81,440 per year.

The following employment contract is recommended for renewal with the term commencing on July 1, 2025, to December 31, 2025:

- Julie Johnson, Project Director, Gear Up, full-time, \$182,800 per year.

The following employment contract is recommended for renewal with the term commencing on July 1, 2025, to September 30, 2025:

- Terri Quenzer, Executive Director, Bioscience Workforce Development Hub, 0.75 FTE, \$116,150 per year.

RECOMMENDATION

Approve employment contracts for professional experts, as stated above.

MiraCosta Community College District PERSONAL SERVICES CONTRACT

This contract ("Agreement") between the MiraCosta Community College District ("District") and {First Name, Last Name} ("Last Name"), an individual, is made as of {Term Start Date}.

Recitals

A. The District is authorized by California Education Section 88003.1(b)(2), which provides for personal services contracting when the services to be performed are not available through the District, cannot be performed satisfactorily by District employees, or are of such a highly specialized or technical nature that the necessary expert knowledge, experience and ability are not available through the District.

B. The District desires the personal services of {Last Name} for the services described in this Agreement and Exhibits.

C. {Last Name} warrants and represents that they are competent to perform the duties and responsibilities required by this Agreement and by all applicable laws and regulations.

D. This Agreement is subject to all the applicable laws of the State of California, the rules and regulations of the State Board of Governors, and the rules and regulations of the District's Governing Board.

E. This Agreement is entered into in accordance with Education Code section 88003.1.

Terms and Conditions

1. Position and Term.

1.1 Position. District agrees to retain {Last Name} and {Last Name} agrees to be retained by District as {Position Title}. {Last Name} has the responsibilities and authority that are associated with {Last Name}'s position as defined in the position description and all other duties and responsibilities as assigned or required by the Superintendent/President or designee.

1.2 Term. The term of this Agreement is from {Term Start Date} to {Term End Date}, unless terminated pursuant to the terms of this Agreement.

2. Salary and Benefits.

2.1 Salary. {Last Name} shall be paid \${Salary} annually on the professional expert salary schedule. The salary will be prorated for service performed of less than one year. The salary will be paid according to District's customary payroll practices. All payments of salary or other compensation payments will be reduced by any applicable withholdings and deductions (including voluntary withholdings).

2.2 Benefits. {Last Name} shall be entitled to the following District benefits:

- {Vacation Accrual} hours of vacation accrued per month of service (up to 200 hours annually). {Last Name} may accrue up to twice the annual allotment in successive contract years;

- Sick leave at the rate of one (1) day per month of service;
- Insurance coverages, and District contribution toward insurance coverages, that is provided to employees of the District employed at 50% or more of a full-time-equivalent; and
- Membership in the California Public Employees' Retirement System ("CalPERS") or the State Teachers' Retirement System ("STRS") contingent on meeting eligibility requirements of either the Public Employees Retirement Law or State Teachers Retirement Law.

2.3 Overtime Status. The parties acknowledge and agree that the position of {Position Title} may require more than 40 hours of work per week. The parties further acknowledge that this position is exempt from the payment of overtime under state and federal law.

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

4. Termination of Agreement Due to Loss of Funding. {Last Name} acknowledges and understands that the position of {Position Title} is a categorically, grant-funded position. As such, {Last Name}'s employment is temporary and {Last Name} has no right or expectation of permanent employment at any time. As such, if the District loses the funding for the position, or the funding is not renewed, this Agreement shall be terminated effective upon the cessation of the funding for the position. Termination due to a loss or non-renewal of the funding does not trigger the severance pay under Paragraph 5 below.

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

6. Termination of this Agreement During its Term With Cause. The Superintendent/President may terminate this Agreement during its term and discharge {Last Name} if {Last Name} commits a material and substantial breach of this Agreement and/or for cause. Such breach of Agreement and discharge shall nullify the terms of this Agreement and {Last Name} shall cease to receive any form of compensation upon the effective date of termination. The term "cause" is defined as those actions, omissions, or behaviors which are detrimental to the operations of the District and/or its major instructional, student and administrative divisions, or which impair the District's mission, purpose, or objectives. Conduct which constitutes a breach of contract and cause for discharge, includes, but is not limited to: unsatisfactory work performance, insubordination, failure to comply with district policy, rules and regulations or other misconduct which interferes with the performance of their duties and responsibilities to the district.

7. Provisions of Government Code Sections 53243.3-53243.4.

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

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

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

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

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

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

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

9. Representations and Warranties.

{Last Name} represents and warrants that {Last Name}:

(A) has read this Agreement and understands its provisions; and

(B) is freely and voluntarily signing this Agreement.

MiraCosta Community College District

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

{First Name, Last Name}

Professional Experts Hourly 2025-2026

| | Placement 1 | Placement 2 | Placement 3 |
|-----------------------|-------------|-------------|-------------|
| Program Consultant I | \$45 | \$47 | \$51 |
| Program Consultant II | \$51 | \$54 | \$56 |

Professional Experts Annual 2025-2026

| | |
|--|-----------|
| Regional Career & Technical Education Research Experts | \$81,440 |
| Program Advisor 1, SBDC | \$86,946 |
| Regional Programs Manager | \$91,945 |
| Program Advisor 2 | \$94,833 |
| Regional Professional Development Manager, COE | \$103,419 |
| Program Advisor 3 | \$113,153 |
| Associate Director, Center of Excellence | \$132,761 |
| Program Director, VBOC | \$141,593 |
| Director, Apprenticeship Development Program | \$144,066 |
| Director, Bioscience Workforce Development Hub | \$146,897 |
| Executive Director, Bioscience Workforce Development Hub | \$154,867 |
| Program Director, SBDC | \$156,105 |
| Executive Director, Center of Excellence | \$157,009 |
| Project Director Gear Up | \$182,800 |

Professional Experts - Nurse Practitioner 2025-2026

| Years of Experience | Placement | Hourly Range |
|-------------------------|-----------|--------------|
| Starting (Entry Level) | 1 | \$52 |
| 1-4 Years of Experience | 2 | \$57 |
| 5-9 Years of Experience | 3 | \$65 |
| 10+ Years of Experience | 4 | \$80 |

Information Technology Consultant – Hourly

| Range | Years of Experience | Hourly Range |
|------------------------|---------------------|--------------|
| IT Junior Consultant | At Least 1 year | \$45 |
| IT Consultant | 2-5 Years | \$55 |
| Advanced IT Consultant | 6-9 Years | \$75 |
| Expert IT Consultant | 10+ Years | \$95 |

Professional Experts Hourly

| Title | Hourly Rate |
|-----------|-------------|
| Art Model | \$28 |

Community Education Instructor – Hourly

| Range | 2025-2026 |
|-------|-----------|
| 1 | \$20 |
| 2 | \$25 |
| 3 | \$30 |
| 4 | \$35 |
| 5 | \$40 |
| 6 | \$45 |
| 7 | \$50 |
| 8 | \$55 |
| 9 | \$60 |
| 10 | \$65 |
| 11 | \$70 |
| 12 | \$75 |
| 13 | \$80 |
| 14 | \$85 |
| 15 | \$90 |
| 16 | \$95 |
| 17 | \$100 |

| | |
|--|---|
| Subject: Approve Employment Contracts for MiraCosta Community College District Academic Administrators Association Members | Attachment: Employment Contract for Academic Administrators – Template Employment Contract for Interim Academic Administrators – Template |
| 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: <hr style="border: 0; border-top: 1px solid black; margin: 0;"/> Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources | Approved for Consideration: <hr style="border: 0; border-top: 1px solid black; margin: 0;"/> Sunita V. Cooke, Ph.D. Superintendent/President |

BACKGROUND

New contracts for members of the MiraCosta Community College District Academic Administrators Association (“MCCCDAAA”) have been prepared according to their step and column placement on the salary schedule for the 2025/26 fiscal year, per the MCCCDAAA Working Conditions Manual.

STATUS

The following academic administrators are recommended for three-year contracts, with the following annual salaries for July 1, 2025, to June 30, 2026:

- Dr. Mike Fino, Dean of Natural and Social Sciences, dean, doctorate, step 7: \$246,777.
- Jonathan Fohrman, Dean of Arts, International Languages, and Ethnic Studies, dean, non-doctorate, step 7: \$243,577.
- Dr. Nick Mortaloni, Dean of Student Affairs, dean, doctorate, step 7: \$246,777.
- Christopher Tarman, Dean of Research, Planning, and Institutional Effectiveness, dean, non-doctorate, step 7: \$243,577.
- John Makevich, Dean of Continuing and Community Education, dean, non-doctorate, step 6: \$236,484.
- Evgeniya “Zhenya” Lindstrom, Dean of Instructional Services, dean, non-doctorate, step 6: \$236,484.
- Benjamin Gamboa, Associate Dean of Career Education, associate dean, non-doctorate, step 5: \$204,595.
- Dr. Bridget Herrin, Dean of Admissions and Student Support, dean, doctorate, step 4: \$226,108.

- Danielle Lauria, Dean of Nursing, Health, and Wellness, dean, non-doctorate, step 3: \$216,414.

The following academic administrators are recommended for one-year contracts, with the following annual salary for July 1, 2025, to June 30, 2026:

- Dr. Ailene Crakes, Dean of Counseling and Student Development, dean, doctorate, step 4: \$226,108.
- Dr. Lauren Halsted, Dean of Humanities, Communication Studies and Math, dean, doctorate, step 1: \$207,194.

The following interim academic administrators are recommended for a contract, with the following annual salary and term dates:

- Devon Boone, Interim Dean of Student Affairs, dean, non-doctorate, step 1: \$203,994, for July 1, 2025 to July 3, 2025.

RECOMMENDATION

Authorize execution of individual employment contracts for MiraCosta Community College District Academic Administrator Association Members, as stated above.

MIRACOSTA COMMUNITY COLLEGE DISTRICT EMPLOYMENT CONTRACT WITH ACADEMIC ADMINISTRATOR

This contract ("Agreement") between the MiraCosta Community College District ("District") and «Name», an individual Academic Administrator ("Administrator"), is made as of July 1, 2025.

Recitals

- A. Pursuant to Education Code section 72411, the parties desire to enter into this Agreement to create or continue the employment relationship on the terms and conditions in this Agreement.
- B. This Agreement adheres to the terms and conditions of the Academic Administrator's Association Working Conditions Manual (hereinafter "Academic Administrator's Manual") and relevant provisions of the Education Code and Government Codes of the State of California.
- C. This Agreement is subject to all the applicable laws of the State of California, the rules and regulations of the State Board of Governors, the Academic Administrator's Manual as from time to time amended by the District, and the rules and regulations of the District's Governing Board including, but not limited to, Government Code sections 53260 and 53261, which are incorporated herein by this reference, and which provide that if a contract is terminated, the maximum cash settlement an employee may receive shall be equal to the monthly salary of the employee multiplied by the number of months left on the unexpired term of the contract or eighteen months, whichever is less, and shall not include non-cash items except for health benefits.
- D. This Agreement is entered into in accordance with Education Code sections 72411 and 72411.5. In the event that the Administrator is not offered a contract with an additional term, this Agreement shall be extended for one (1) year beyond its termination date, unless Administrator is given written notice of the determination of the Board to not reemploy, by appointment or contract, Administrator upon the expiration of this Agreement on or before March 15 of the final year of this Agreement.

Terms and Conditions

2. Position and Term.

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

1.4 Term. The term of this Agreement is «M__of_Years» years from July 1, 2025 to «Term_End_Date» and is renewable by June 30 each year.

2. Salary and Benefits.

2.1 Salary. Administrator's annual salary shall be as set forth on the Academic Administrator's Salary Schedule that is agreed to between the District and the Academic Administrator's Association and included in the Academic Administrator's Manual. The salary will be paid according to District's customary payroll practices. All payments of salary or other compensation payments will be reduced by any applicable withholdings and deductions (including voluntary withholdings). The Administrator's salary for the period July 1, 2025 through June 30, 2026, shall be \$«Annual_Salary».

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

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

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

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

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

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

7. Provisions of Government Code Sections 53243.3-53243.4.

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

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

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

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

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

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

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

9. Representations and Warranties.

Administrator represents and warrants that Administrator:

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

MiraCosta Community College District

Administrator

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

«Name»
«Position_Title»

Date: _____

Date: _____

**MIRACOSTA COMMUNITY COLLEGE DISTRICT
EMPLOYMENT CONTRACT
Interim «Position_Title»**

This contract ("Agreement") between the MiraCosta Community College District ("District") and «Name» ("«Last_Name»") is made as of «Term_Start_Date».

Recitals

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

Terms and Conditions

1. Position and Term.

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

1.6 Term. The term of this Agreement is «M__of_Years» from «Term_Start_Date» to «Term_End_Date», or until such time as the Board, by a majority vote, either (i) terminates «Last_Name»'s interim appointment or (ii) appoints a different person to the position on an interim or permanent basis. Either party may terminate this Agreement with or without cause upon thirty (30) days written notice to the other party.

2. Salary and Benefits.

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

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

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

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

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

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

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

7. Provisions of Government Code Sections 53243.3-53243.4.

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

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

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

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

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

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

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

9. Representations and Warranties.

«Last_Name» represents and warrants that «Last_Name»:




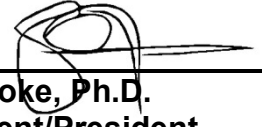
- (A) has read this Agreement and understands its provisions; and
- (B) is freely and voluntarily signing this Agreement.

MiraCosta Community College District

Administrator

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

«First_Name» «Last_Name»
«Position_Title»

| | |
|--|--|
| Subject: Approve Reclassification of Existing Positions | 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:  <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 Classification Review Committee (CRC) reviewed Requests for Classification Reviews, job descriptions, and internal and external market data resulting in the following compensation recommendations for regular classified positions. Additionally, the district has reviewed Requests for Classification Review for Classified Administrator positions, job descriptions and internal and external market data resulting in the following compensation recommendations.

STATUS

The CRC recommends to the Superintendent/President the following Classified position reclassifications:

- Position numbers P-07014 and P-00054, Administrative Support Assistant II (Range 16) to Administrative Support Assistant III (Range 20), effective July 1, 2025. This results in an approximate increase of \$18,248 in salary and \$6,534.80 in statutory benefits for the first year for both positions combined.
- Position number P-03199, Police Support Assistant II (Range 17) to Police Support Assistant III (Range 20), effective July 1, 2025. This results in an approximate increase of \$6,920.45 in salary and \$2,478.22 in statutory benefits for the first year.
- Position number P-00097, Buyer (Range 24) to Senior Buyer (Range 25), effective July 1, 2025. This results in an approximate increase of \$2,753.00 in salary and \$985.85 in statutory benefits for the first year.
- Position numbers P-09421, P-06179, P-05824, and P-00094, Business Systems Analyst (Range 30) to Senior Business Systems Analyst (Range 32), effective





July 1, 2025. This results in an approximate increase of \$26,460 in salary and \$9,475.32 in statutory benefits for the first year for all positions combined.

The district recommends to the Superintendent/President the following Classified Administrator position reclassifications:

- Position number P-10457, Activity Director-MESA (CM-08) to MESA Program Director (CM-10), effective July 1, 2025. This results in an approximate increase of \$9,920 in salary and \$3,552.35 in statutory benefits for the first year. This position is grant funded and there is no additional cost to the district.
- Position number P-05487, CARE Manager (CM-08) to Director of CARE (CM-10), effective July 1, 2025. This results in an approximate increase of \$10,932 in salary and \$3,914.75 in statutory benefits for the first year.
- Position number P-00145, Director, Public and Governmental Relations, Marketing and Communications (CM-14) to Executive Director, Public & Governmental Relations, Marketing and Communications (CM-19), effective July 1, 2025. This results in an approximate increase of \$29,055.00 in salary and \$10,404.59 in statutory benefits for the first year.

RECOMMENDATION

Approve reclassification of existing positions, as stated above.

| | |
|--|--|
| Subject: Ratify Memorandum of Understanding 25-02 with Faculty Assembly (Title V Grant) | Attachment: Memorandum of Understanding 25-02 with Faculty Assembly |
| 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:  <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 district was awarded a Hispanic-Serving Institute (“HSI”) STEM grant in 2023. As part of the program’s requirements, a dedicated faculty “Activity Director” will serve as the primary individual responsible for development, implementation, and execution of project strategies, including oversight of the biosciences pipeline strategy, campus-wide adoption of the Pedagogy of Real Talk, and college-community-industry partnerships in coordination with faculty leads. A tenured faculty member is required to be identified to serve as the “Activity Director.”

STATUS

The district and the MiraCosta Community College District Faculty Assembly have negotiated the terms and conditions of work to be performed and compensation to be paid for the Activity Director role and agreed to in the attached memorandum of understanding (“MOU”).

RECOMMENDATION

Ratify Memorandum of Understanding 25-02 between MiraCosta Community College District and MiraCosta Community College District Faculty Assembly, as stated.



MOU Between the
MiraCosta Community College District &
MiraCosta Community College District – Faculty Assembly
25-02

This agreement modifies the terms of section C.11.0 of the Faculty Assembly 2025-2028 contract to allow for the specific project identified below:

1. The MiraCosta Community College District was awarded an HSI: STEM grant in 2023–2024. As part of the program’s requirements, a dedicated faculty “Activity Director” will serve as the primary individual responsible for development, implementation, and execution of project strategies, including oversight of the biosciences pipeline strategy, campus-wide adoption of the Pedagogy of Real Talk, and college-community-industry partnerships in coordination with the Faculty Leads.
2. The Vice President of Instruction, in consultation with the Academic Senate President and HSI Project Director, shall identify a tenured faculty member to serve as the “Activity Director.”
3. The Activity Director’s role and responsibilities include the following:
 - a. Provide day-to-day activity oversight/evaluation/implementation of all strategies, working closely with the Project Director and other key leaders and stakeholders in this project to achieve objectives
 - b. Support new faculty hire onboarding in consultation with the Project Director
 - c. Develop equity-based programming for all grant outcomes using Excelencia’s recommendations
 - d. Establish policies and procedures for project oversight/meeting schedule
 - e. Support the hiring of new project staff and replacements for released faculty
 - f. Participate in all regular meetings with the Project Director/other MCC personnel as needed
 - g. Ensure institutional coordination and support for all strategies to be implemented
 - h. Serve as Resource person to Activity staff
 - i. Collaborate/encourage all student services managers and practitioners to participate in project activities, particularly inquiry and evaluation related to cross-functional cooperation
4. The Activity Director shall receive 15 LHE of reassigned time per semester to conduct this work contingent upon continued Federal funding.



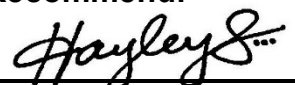
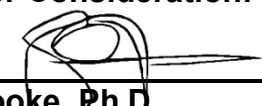
This agreement will become effective upon approval. It shall expire on June 30, 2026.

Sunita V. Cooke, Ph.D.

Mary Gross, M.S.

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|--------------------------------------|------|
| Signature | Date |
| Superintendent/President | |
| MiraCosta Community College District | |

| | |
|------------------------|------|
| Signature | Date |
| President | |
| MCCCD Faculty Assembly | |

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| Subject: Ratify Memorandum of Understanding 25-03 with Faculty Assembly (MESA) | Attachment: Memorandum of Understanding 25-03 with Faculty Assembly |
| 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:  <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 district was awarded a grant through the Chancellor's Office to establish a Mathematics, Engineering, Science, Achievement (MESA) program in 2022. As part of the program's requirements, a dedicated, tenured "Faculty Sponsor" must be identified from one of the following disciplines: mathematics, engineering, computer science, or physical or biological sciences.

STATUS

The district and the MiraCosta Community College District Faculty Assembly have negotiated the terms and conditions of work to be performed and compensation to be paid for the Faculty Sponsor and agreed to in the attached memorandum of understanding ("MOU").

RECOMMENDATION

Ratify Memorandum of Understanding 25-03 between MiraCosta Community College District and MiraCosta Community College District Faculty Assembly, as stated.



MOU Between the MiraCosta
Community College District &
MiraCosta Community College District – Faculty Assembly
25-03

This agreement extends MOU 24-04 and modifies the terms of section C.11.0 of the Faculty Assembly 2025–2028 contract to allow for the specific project identified below:

1. The California Community College Mathematics, Engineering, Science Achievement (“MESA”) Programs help underserved and underrepresented students majoring in calculus-based STEM (Science, Technology, Engineering and Mathematics) fields who seek to transfer to a four-year institution. In 2022–2023, the District was awarded a grant through the Chancellor’s Office to establish a MESA program. As part of the program’s requirements, a dedicated, tenured “Faculty Sponsor” must be identified from one of the following disciplines: mathematics, engineering, computer science, or physical or biological sciences.
2. The Vice President of Instruction, in consultation with the Academic Senate President and MESA Program Director, shall identify a tenured faculty member as noted above to serve as the “Faculty Sponsor.”
3. The Faculty Sponsor’s role and responsibilities include the following:
 - a. serves as a liaison with other faculty in the fields of mathematics, engineering, and the sciences. In this role, the faculty sponsor is the principal advocate for MESA among the math and science departments at the college.
 - b. conducts outreach and supports recruitment efforts of underrepresented students currently enrolled at the college.
 - c. collaborates with the MESA team to meet the needs of students and to support their participation in field trips, college days, academic competitions, orientations, and other activities requested by MESA Program Director.
 - d. encourages other faculty in the sciences (i.e., biology, physics, chemistry, computer sciences) to participate and support the MESA program.
 - e. supports MESA Tutor training and student connections to groups that serve underrepresented students in STEM.
 - f. communicates directly with faculty and other key campus personnel to publicize and the promote program or assists the MESA Program Director in these efforts to do so.
 - g. collaborates with other faculty and program personnel to provide optimum student support services to students in the MESA Program, including a minimum of 8 hours presence in the MESA Center on campus each week.
4. The Faculty Sponsor shall receive 5 LHE of reassigned time per semester to conduct this work.

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| Subject: Ratify Memorandum of Understanding 25-04 with Faculty Assembly (Light the Fire) | Attachment: Memorandum of Understanding 25-04 with Faculty Assembly |
| 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: <hr style="border: 0; border-top: 1px solid black; margin: 0;"/> Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources | Approved for Consideration: <hr style="border: 0; border-top: 1px solid black; margin: 0;"/> Sunita V. Cooke, Ph.D. Superintendent/President |

BACKGROUND

The Title V Grant and the Guided Pathways leadership team determined that a need exists to continue the Light the Fire Faculty Institute during summer 2025. The Light the Fire Faculty Institute will be designed to align with the Title V Hispanic-Serving Institutions (“HSI”) grant goals and objectives and with several college-wide initiatives and goals, including becoming a racially-just campus.

STATUS

The district and the MiraCosta Community College District Faculty Assembly 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 25-04 between MiraCosta Community College District and MiraCosta Community College District Faculty Assembly, as stated.



MOU Between the
MiraCosta College Title V Grant and
MiraCosta Community College District—Faculty Assembly
25-04

This MOU modifies the terms of section C.11.0 of the Faculty Assembly 2025–2028 contract to allow for the specific project identified below:

- 1) For the Summer 2025, the Title V Grant and the Guided Pathways leadership team determined that a need existed to continue the Light the Fire HSI Faculty Institute that will be designed to align with the Title V Hispanic-Serving Institutions (“HSI”) grant goals and objectives and with several college-wide initiatives and goals, including becoming a racially-just campus.
- 2) The Light the Fire HSI Faculty Institute will be led by MiraCosta Full-Time Faculty, with support and input from the consultant supporting the Title V Grant.
- 3) The purpose of the two-day Light the Fire HSI Faculty Institute is to provide faculty with the tools and confidence to engage in career conversations with students. The focus is on developing culturally responsive, inclusive, and relevant materials that will guide career conversations and equity practices as an HSI institution. Faculty will be given the necessary time, space, and resources to explore innovative pedagogical practices to transform their classroom environments and student engagement by transitioning from traditional methods to dynamic, impactful teaching practices that enhance learning outcomes.
- 4) Through a series of collaborative sessions, faculty will engage with elements of the Guided Pathways framework to make meaningful connections with students and integrate their curriculum with career exploration and work-based learning opportunities. Participants will review and identify elements among the Course Outline of Record, syllabus, lesson plans, course assignments, and/or methods of feedback to students. A series of interactive workshops and discussions will cover pedagogical enhancement and practical applications in and outside the classroom. Participants will share best practices, learn from peer experiences, and experiment with new teaching techniques in a supportive environment.
- 5) By the end of the institute, faculty will have developed a toolkit of strategies and ideas ready to be implemented in their course(s), aiming to significantly enhance student engagement and learning outcomes in the context of careers and/or transferrable work skills. A Google form will be created where participants will submit detailed plans for implementing changes for the student experience in their class(es). Submission is a required element for completing the work and receiving the stipend.

- 6) The Title V Team and Guided Pathways Team will put out a call for faculty interested in participating in summer 2025. The Contextualized Teaching Coordinator and the Title V Grant Career Lead will select faculty participants from a broad range of disciplines and departments of the college. The total number of faculty participants shall not exceed thirty (30) faculty members. Each faculty participant will make a commitment to attend the two full days of the institute. Faculty who attended previous Summer Light the Fire Institutes are not eligible to participate again.
- 7) Each faculty member participating in the Light the Fire HSI Faculty Institute shall receive a stipend of \$1,200 upon the conclusion of the institute and submission of a detailed plan. This stipend will provide compensation for the faculty member's participation and work during the two-day Light the Fire HSI Faculty Institute.
- 8) The Contextualized Teaching Coordinator will be responsible for the design, instruction, facilitation, and project management of the Light the Fire HSI Faculty Institute. During the spring 2025 semester, the hours for planning, coordinating, organizing, advertising, and recruiting are drawn from their reassigned time as Contextualized Teaching Coordinator. During the summer session, the hours required and requested under the Guided Pathways funding source will be approximately 8 hours for final preparations and 16 hours for executing the two-day institute. The facilitator will receive a stipend of \$1,800 upon the conclusion of the institute.
- 9) Faculty supporting the Contextualized Teaching Coordinator for individual workshop sessions shall receive a stipend of \$400. This stipend will provide compensation for the faculty member's development of curriculum and presentation materials to be approved by the Contextualized Teaching Coordinator and for the faculty member to co-lead the individual session with the Contextualized Teaching Coordinator. The faculty member will co-lead the individual session with the Contextualized Teaching Coordinator. The total number of faculty co-facilitators will not exceed four (4).
- 10) 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.



This agreement will become effective upon approval. It shall expire on June 30, 2026.

Sunita V. Cooke, Ph.D.

Mary Gross, M.S.

Signature
Superintendent/President
MiraCosta Community College District

Signature
President
MCCCD Faculty Assembly

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| Subject: Ratify Memorandum of Understanding 25-05 with Faculty Assembly (Core Competency) | Attachment: Memorandum of Understanding 25-05 with the Faculty Assembly |
| Category: Consent Items | Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action |
| Institutional Goals: mcc_mission_statement.pdf (miracosta.edu) | Institutional Goal Supported: Goal 1 Goal 2 Goal 3 <input checked="" type="checkbox"/> 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

The district began conducting on-going Core Competency Assessments in the spring of 2018. There is a need to continue this work during the 2025/26 academic year. The assessments are required as part of the district's accreditation standards. Up to thirty-six (36) full-time and part-time faculty will participate in the assessments each semester during the assessment period.

STATUS

The district and the MiraCosta Community College District Faculty Assembly 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 25-05 between MiraCosta Community College District and the MiraCosta Community College District Faculty Assembly, as stated.



MOU Between the
MiraCosta College Title V Grant and
MiraCosta Community College District—Faculty Assembly
25-05

This agreement extends MOU 24-03 and modifies the terms of section C.11.0 of the Faculty Assembly 2025–2028 contract to allow for the specific project identified below:

- 1) The District began conducting ongoing Core Competency Assessments in spring 2018. There is a need to continue this work during the 2025–2026 academic year.
- 2) The Outcomes and Assessment Committee shall put out a call for participation and appoint up to thirty-six (36) faculty members total to participate in the Core Competency Assessment each semester.
- 3) As part of an assessment team, each faculty member engaging in a Core Competency Assessment shall undertake the following responsibilities:
 - a. Planning and preparation, including selecting and discussing assessment instruments;
 - b. Collaboratively reviewing and norming the relevant VALUE rubric;
 - c. Administering assessments to their students and scoring their respective assessments using the rubric;
 - d. Meeting to discuss the results and collaboratively identifying key findings; and
 - e. Contributing to an evaluation of the process and recommendations for future assessments.
- 4) Each full-time faculty member participating in the Core Competency Assessment shall be compensated at their respective non-contractual, non-teaching hourly rate. (C.11.0).
- 5) Each full-time faculty member shall submit an hourly timesheet for the actual hours worked on the project, not to exceed fourteen (14) hours per assessment. All timesheets must be submitted upon the conclusion of the project.
- 6) A Core Competency Coordinator will organize the Core Competency Assessments each semester and work with faculty participants in preparing and completing the assessments. The Coordinator will also work with staff in the Office of Research, Planning and Institutional Effectiveness (RPIE) in completing an institutional report of the results each semester.
- 7) The Coordinator will receive a \$5000 stipend at the end of each cycle in the Fall and Spring semesters. The Coordinator will receive compensation upon written confirmation by the VPIS or designee to the Payroll Manager.



This agreement will become effective upon approval. It shall expire on June 30, 2026.

Sunita V. Cooke, Ph.D.

Mary Gross, M.S.

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| Signature | Date |
| Superintendent/President | |
| MiraCosta Community College District | |

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| Signature | Date |
| President | |
| MCCCD Faculty Assembly | |

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| Subject: Ratify Memorandum of Understanding 25-02 with Academic Associate Faculty (Light the Fire) | Attachment: Memorandum of Understanding 25-02 with the Academic Associate Faculty |
| 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:  <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 Title V Grant and the Guided Pathways leadership team determined that a need exists to continue the Light the Fire Faculty Institute during summer 2025. The Light the Fire Faculty Institute will be designed to align with the Title V Hispanic-Serving Institutions (“HSI”) grant goals and objectives and with several college-wide initiatives and goals, including becoming a racially-just campus.

STATUS

The district and the MiraCosta College Academic Associate Faculty 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 25-02 between MiraCosta Community College District and the MiraCosta Community College District Academic Associate Faculty, as stated.



MOU Between the
MiraCosta College Title V Grant and
MiraCosta Community College District— Academic Associate Faculty
25-02

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 "MCCAAF") (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:

- 1) For the Summer 2025, the Title V Grant and the Guided Pathways leadership team determined that a need existed to continue the Light the Fire HSI Faculty Institute that will be designed to align with the Title V Hispanic-Serving Institutions ("HSI") grant goals and objectives and with several college-wide initiatives and goals, including becoming a racially-just campus.
- 2) The purpose of the two-day Light the Fire HSI Faculty Institute is to provide faculty with the tools and confidence to engage in career conversations with students. The focus is on developing culturally responsive, inclusive, and relevant materials that will guide career conversations and equity practices as an HSI institution. Faculty will be given the necessary time, space, and resources to explore innovative pedagogical practices to transform their classroom environments and student engagement by transitioning from traditional methods to dynamic, impactful teaching practices that enhance learning outcomes.
- 3) Through a series of collaborative sessions, faculty will engage with elements of the Guided Pathways framework to make meaningful connections with students and integrate their curriculum with career exploration and work-based learning opportunities. Participants will review and identify elements among the Course Outline of Record, syllabus, lesson plans, course assignments, and/or methods of feedback to students. A series of interactive workshops and discussions will cover pedagogical enhancement and practical applications in and outside the classroom. Participants will share best practices, learn from peer experiences, and experiment with new teaching techniques in a supportive environment.
- 4) By the end of the institute, faculty will have developed a toolkit of strategies and ideas ready to be implemented in their course(s), aiming to significantly enhance student engagement and learning outcomes in the context of careers and/or transferrable work skills. A Google form will be created where participants will submit detailed plans for implementing changes for the student experience in their class(es). Submission is a required element for completing the work and receiving the stipend.
- 5) The Title V Team and Guided Pathways Team will put out a call for faculty interested in participating in summer 2025. The Contextualized Teaching Coordinator and the Title V Grant Career Lead will select faculty participants from a broad range of disciplines and departments of the college. The total number of faculty participants shall not exceed thirty (30) faculty

members. Each faculty participant will make a commitment to attend the two full days of the institute. Faculty who attended previous Summer Light the Fire Institutes are not eligible to participate again.

- 6) Each faculty member participating in the Light the Fire HSI Faculty Institute shall receive a stipend of \$1,200 upon the conclusion of the institute and submission of a detailed plan. This stipend will provide compensation for the faculty member's participation and work during the two-day Light the Fire HSI Faculty Institute.
- 7) The Contextualized Teaching Coordinator will be responsible for the design, instruction, facilitation, and project management of the Light the Fire HSI Faculty Institute. During the spring 2025 semester, the hours for planning, coordinating, organizing, advertising, and recruiting are drawn from their reassigned time as Contextualized Teaching Coordinator. During the summer session, the hours required and requested under the Guided Pathways funding source will be approximately 8 hours for final preparations and 16 hours for executing the two-day institute. The facilitator will receive a stipend of \$1,800 upon the conclusion of the institute.
- 8) Faculty supporting the Contextualized Teaching Coordinator for individual workshop sessions shall receive a stipend of \$400. This stipend will provide compensation for the faculty member's development of curriculum and presentation materials to be approved by the Contextualized Teaching Coordinator and for the faculty member to co-lead the individual session with the Contextualized Teaching Coordinator. The faculty member will co-lead the individual session with the Contextualized Teaching Coordinator. The total number of faculty co-facilitators will not exceed four (4).
- 9) 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.

This agreement will become effective upon approval. It shall expire on June 30, 2026.

Sunita V. Cooke, Ph.D.

Krista Warren

Signature _____ Date _____
 Superintendent/President _____
 MiraCosta Community College District

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|--------------------------------|------|
| Signature | Date |
| President | |
| MCC Academic Associate Faculty | |

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| Subject: Ratify Memorandum of Understanding 25-03 with Academic Associate Faculty (Core Competency) | Attachment: Memorandum of Understanding 25-03 with the Academic Associate Faculty |
| 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: <hr style="border: 0; border-top: 1px solid black; margin: 0;"/> Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources | Approved for Consideration: <hr style="border: 0; border-top: 1px solid black; margin: 0;"/> Sunita V. Cooke, Ph.D. Superintendent/President |

BACKGROUND

The district began conducting on-going Core Competency Assessments in the spring of 2018. There is a need to continue this work during the 2025/26 academic year. The assessments are required as part of the district's accreditation standards. Up to thirty-six (36) full-time and part-time faculty will participate in the assessments each semester during the assessment period.

STATUS

The district and the MiraCosta Community College District Academic Associate Faculty 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 25-03 between MiraCosta Community College District and the MiraCosta Community College District Academic Associate Faculty, as stated.



MOU Between the
MiraCosta Community College District &
MiraCosta Community College District – Academic Associate Faculty
25-03

This agreement extends MOU 24-03 to allow for the following project:

- 1) The District began conducting ongoing Core Competency Assessments in spring 2018. There is a need to continue this work during 2025–26 academic year.
- 2) The Outcomes and Assessment Committee shall put out a call for participation and appoint up to thirty-six (36) faculty members total to participate in the Core Competency Assessment each semester.
- 3) As part of an assessment team, each faculty member engaging in a Core Competency Assessment shall undertake the following responsibilities:
 - a. Planning and preparation, including selecting and discussing assessment instruments;
 - b. Collaboratively reviewing and norming the relevant VALUE rubric;
 - c. Administering assessments to their students and scoring their respective assessments using the rubric;
 - d. Meeting to discuss the results and collaboratively identifying key findings; and
 - e. Contributing to an evaluation of the process and recommendations for future assessments.
- 4) Each Associate Faculty member participating in the Core Competency Assessment shall be compensated at their respective non-teaching hourly rate of compensation as specified in section 17.3 of the Academic Associate Faculty collective bargaining agreement.
- 5) Each Associate Faculty member shall submit an hourly timesheet for the actual hours worked on the project, not to exceed fourteen (14) hours per assessment. All timesheets must be submitted upon the conclusion of the project.

This agreement will become effective upon approval. It shall expire on June 30, 2026.

Sunita V. Cooke, Ph.D.

Krista Warren

Signature _____ Date _____
Superintendent/President
MiraCosta Community College District

Signature _____ Date _____
President
MCC Academic Associate Faculty

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| Subject: Adopt Annual Resolution Authorizing Designated Agents Resolution No. 19-24/25 | Attachments: Resolution No. 19-24/25 – Designating Authorized Representative to the San Diego County School Fringe Benefits Consortium for Fringe Benefits Programs |
| 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: <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources | Approved for Consideration: <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Sunita V. Cooke, Ph.D. Superintendent/President |

BACKGROUND

Pursuant to various sections of the Education Code, it is necessary that a governing board pass a series of resolutions prior to the beginning of each fiscal year to maintain a current register of persons authorized to act on behalf of the district. The following fiscal year is the normal effective period for each resolution; however, the resolution forms are designed so that mid-year changes can be made. Additions and/or deletions must be made by submitting corrected resolutions to the San Diego County Office of Education ("SDCOE").

STATUS



These resolutions are routine items adopted annually to maintain a current register of persons authorized to act on behalf of the district.

RECOMMENDATION

Adopt Resolution No.19-24/25 designating Hayley Schwartzkopf, Briana Schaeffer or Jennifer Acfalle (alternate) to act as authorized agents to perform all items pertaining to the interest of the board of trustees as a legislative body pursuant to the terms of the San Diego County School Risk Management Fringe Benefits agreement.

**RESOLUTION TO DESIGNATE AUTHORIZED REPRESENTATIVE
TO THE
SAN DIEGO COUNTY SCHOOLS FRINGE BENEFITS CONSORTIUM
FOR FRINGE BENEFITS PROGRAMS**

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| Subject: Adopt Resolution No. 25-24/25 Authorizing Application to the Director of Industrial Relations, State of California for a Certificate of Consent to Self-Insure Workers' Compensation Liabilities | Attachment: Resolution No 25-24/25 Authorizing Application to the Director of Industrial Relations, State of California for a Certificate of Consent to Self-Insure Workers' Compensation Liabilities |
| 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> |
| Recommend:  _____ Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources | Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President |

BACKGROUND

In May 2025, the district adopted a resolution to officially withdraw membership in the San Diego Risk Management Workers' Compensation Joint Powers Authority ("SDJPA") and join the Protected Insurance Program for Schools and Community Colleges ("PIPS") effective July 1, 2025. This followed a careful review by Risk Management, Human Resources, and Administrative Services and will result in cost savings, cost stability, and increased services to the district.

Pursuant to Labor Code Section 3700, community colleges are allowed to self-insure against workers' compensation claims. While a member of the SDJPA, the district was covered by the SDJPA's certificate of consent to self-insure because JPAs are allowed to hold a single certificate of consent on behalf of all member districts. PIPS is not considered a JPA by the state and is instead classified as a pooled risk-sharing program. Due to this difference in classification, PIPS cannot hold a single certificate of consent on behalf of member districts. As such, the district must apply to the Office of Self Insurance Programs ("OSIP") directly to secure its own certificate of consent to self-insure.

There is no fiscal impact for the district to apply for the certificate of consent to self-insure.

STATUS

To legally self-insure through the PIPS program, the district must secure a certificate of consent to self-insure against workers' compensation claims from OSIP. By adopting this resolution, the board authorizes the district to apply to OSIP for the certificate of consent to self-insure workers'

compensation liability and authorize representatives of the district to execute any and all documents required for such application.

RECOMMENDATION

Adopt Resolution No. 25-24/25 Authorizing Application to the Director of Industrial Relations, State of California for a Certificate of Consent to Self-Insure Workers' Compensation Liabilities, as stated.

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

**RESOLUTION OF THE BOARD OF TRUSTEES OF MIRACOSTA COMMUNITY COLLEGE
DISTRICT AUTHORIZING APPLICATION TO THE DIRECTOR OF INDUSTRIAL RELATIONS,
STATE OF CALIFORNIA FOR A CERTIFICATE OF CONSENT TO SELF-INSURE WORKERS'
COMPENSATION LIABILITIES**

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

WHEREAS, Labor Code Section 3700 allows Community College Districts to apply for a Certificate of Consent to Self-Insure the payment of workers' compensation liabilities,

NOW, THEREFORE, BE IT RESOLVED that MiraCosta Community College District is authorized and empowered to make application to the Director of Industrial Relations, State of California, for a Certificate of Consent to Self-Insure workers' compensation liabilities and representatives of Agency are authorized to execute any and all documents required for such application.

PASSED AND ADOPTED by the Governing Board of the MiraCosta Community College District at One Barnard Drive, Oceanside, CA 92056, on the 26th Day of June 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

Attachment: OSIP Form A-2 (1-2016)

RESOLUTION NO.: 25-24/25 DATED: 06/26/2025

**A RESOLUTION AUTHORIZING APPLICATION
TO THE DIRECTOR OF INDUSTRIAL RELATIONS, STATE OF CALIFORNIA
FOR A CERTIFICATE OF CONSENT TO SELF-INSURE
WORKERS' COMPENSATION LIABILITIES**

At a meeting of the Board of Trustees
(Enter Name of the Board)

of the MiraCosta Community College District
(Enter Name of Public Agency, District, Etc.)

a Community College District organized and existing under the
(Enter Type of Agency, i.e., County, City, School District, etc.)

laws of the State of California, held on the 26 day of June, 2025,

the following resolution was adopted:

RESOLVED, that the above named public agency is authorized and empowered to make application to the Director of Industrial Relations, State of California, for a Certificate of Consent to Self-Insure workers' compensation liabilities and representatives of Agency are authorized to execute any and all documents required for such application.

IN WITNESS WHEREOF: I HAVE SIGNED AND AFFIXED THE AGENCY SEAL.

X DATE: _____
SIGNED: Board Secretary or Chair

Sunita V. Cooke
Printed Name

Secretary of the Board of Trustees
Title

MiraCosta Community College District
Agency Name

Affix Seal Here

| | |
|---|---|
| Subject: Approve Emeritus Status for Full-Time and Associate Faculty Members | 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> |
| | Approved for Consideration: <hr style="width: 100%;"/> Sunita V. Cooke, Ph.D. Superintendent/President |

BACKGROUND

Each year, the superintendent/president presents to the Academic Senate the names of retiring faculty who meet the qualifications for emeritus status.

STATUS

At the Academic Senate meeting on May 16, 2025, the following full-time faculty retirees and associate faculty retirees were recommended for emeritus status:

Full-time Faculty:

| | |
|-----------------|------------|
| Joanne Benschop | 15.9 years |
| Donna Davis | 24.8 years |
| David Detwiler | 16.7 years |
| Jeff Ihara | 33.3 years |
| Isabel Luengo | 29.7 years |
| Lynne Miller | 23.9 years |
| John Thomford | 27.3 years |
| John Turbeville | 26.9 years |
| Stephen Vail | 19.8 years |

Associate Faculty:

| | |
|----------------|----------|
| Cyndi McNeal | 40 terms |
| Jeannie Reilly | 46 terms |

RECOMMENDATION

Approve emeritus status for full-time and associate faculty retirees as stated.

| | |
|--|---|
| Subject: Approve Gold Circle Membership for Retired Classified Employees | 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: <hr style="border: 0; border-top: 1px solid black; margin: 0;"/> Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources | Approved for Consideration: <hr style="border: 0; border-top: 1px solid black; margin: 0;"/> Sunita V. Cooke, Ph.D. Superintendent/President |

BACKGROUND

In accordance with J.2.0 Gold Circle Club of the Classified Senate Employee Manual, the names of those retirees who meet the qualifications for Gold Circle Club membership shall be forwarded to the board of trustees for approval.

STATUS

Gold Circle Club membership is granted to retired or retiring classified employees of the college who are at least 50 years of age and have been employees of the district for at least ten years. Gold Circle Club members will receive appropriate recognition, including a certificate of membership and appreciation and may be granted other benefits, including an email account, access to the library, discounts on computer purchases through Academic Information Services, a one-time supply of retiree business cards, if desired, and four tickets per year to athletic, performing arts, or scholarly functions.

| | |
|----------------------|-----------------------|
| Debby Adler | 19.3 years of service |
| Lucy Fonseca | 26.1 years of service |
| Ruthie Dean Figueroa | 30.2 years of service |
| James Jones | 14.3 years of service |
| Nina Lovejoy | 11 years of service |
| Adriana Machuca | 43.7 years of service |
| Max Robinson | 25.1 years of service |
| Lori Schneider | 32.4 years of service |
| James Tremblay | 17 years of service |
| Lonnie White | 26.4 years of service |

RECOMMENDATION

Approve Gold Circle Club Membership for retired classified employees, as stated above.

| | |
|--|---|
| Subject: Approve Emeritus Status for Classified Administrator | 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> |
| | Approved for Consideration: <hr style="width: 100%; border: 0.5px solid black;"/> Sunita V. Cooke, Ph.D. Superintendent/President |

BACKGROUND

Each year, the superintendent/president presents to the Administrators Committee the names of retiring classified administrators who meet the qualifications for emeritus status.

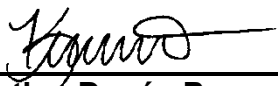
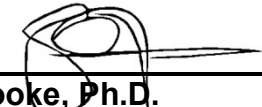
STATUS

At the Administrators Committee meeting on June 12, 2025, the following classified administrator was recommended for emeritus status:

Charlie Ng 12 years of service

RECOMMENDATION

Approve emeritus status for classified administrator retiree as stated.

| | |
|--|---|
| Subject: Approve Additional Summer 2025 Program Components for the Oceanside Unified School District CCAP Dual Enrollment Program | Attachment: Additional Summer 2025 Program Components for OUSD CCAP |
| 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/> Kristina Denée Pescarmona Assistant Superintendent/Vice President, Instructional Services | Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President |

BACKGROUND

In 2017 MiraCosta College established a College and Career Access Pathways (CCAP) Agreement for Dual Enrollment with Oceanside Unified School District (OUSD). A memorandum of understanding (MOU) was approved in August 2017 and remains in effect but is focused on responsibilities and general items. The individual courses agreed to each term are defined separately in the Program Components Appendix, so that courses may be updated separately from the MOU. In May 2025, the Governing Board approved course offerings for the Summer 2025 academic term. However, there is a need for additional course offerings.

In July 2024, the City of Oceanside awarded MiraCosta College a second Measure X grant to continue support for paid Dual Enrollment internships for OUSD students from underserved populations. Through these internships, high school students gained professional work experience aligned with their career goals, while earning college credit. The grant funded their internship hours and provided scholarships to support students' basic and work readiness needs, such as technology, transportation, and professional attire. In late May 2025, the City approved an extension to support additional paid dual enrollment internships for summer 2025.

STATUS

The approved CCAP courses for summer 2025 in May 2025 are still in effect. This Additional Program Components Appendix to CCAP Agreement authorizes the offering of additional courses, providing OUSD students with access to paid, credit-bearing internship opportunities during summer.

RECOMMENDATION

Approve the Additional Summer 2025 Program Components for the OUSD CCAP Dual Enrollment Program.

APPENDIX
OCEANSIDE UNIFIED SCHOOL DISTRICT CCAP
ADDITIONAL SUMMER 2025 PROGRAM COMPONENTS
Revised June 2025

Courses of Instruction: MCCD will schedule classes each semester at OUSD high schools to prepare students for college success. Students from El Camino, Oceanside, and Surfside high schools will be eligible to enroll in the course offerings listed below provided that they meet prerequisites for the internship courses.

Estimated Number of Students to be Served: 20

Total Sections: 20

| Additional Summer 2025 Course Offerings | | | | | | | | |
|---|-------------|-----------|-------|------|--------|---------|--------------------|-------------------------------|
| Location | Course Name | Catalog # | Units | Days | Time | Faculty | Employer of Record | Student Contact Hours (Range) |
| ARR | NURS | 292 | 1.0 | ARR | Asynch | Staff | MCCD | Varies |
| ARR | MATH | 292 | 1.0 | ARR | Asynch | Staff | MCCD | Varies |
| ARR | DESN | 292 | 1.0 | ARR | Asynch | Staff | MCCD | Varies |
| ARR | DESN | 299 | 1.0 | ARR | Asynch | Staff | MCCD | Varies |
| ARR | BUS | 299 | 1.0 | ARR | Asynch | Staff | MCCD | Varies |

*If the **Days** column says *Online*, that means instruction is fully asynchronous, with no designated meeting time.

Criteria used to select courses in a dual enrollment program:

- Applicability of course towards post-secondary educational goals (major and general education)
- Transferability to the University of California and California State University systems
- Applicability of skills in the high school environment as well as in post-secondary education
- Completion of coursework in a Career Education pathway, leading to in-demand workforce skills attainment and gainful employment.

Books and Instructional Materials – The total cost of books and instructional materials for OUSD students participating as part of this CCAP Agreement will be borne by OUSD.



| Course | Books and Instructional Materials | Cost per Title |
|----------|---|----------------|
| NURS 292 | The course does not require books or instructional materials. | N/A |
| MATH 292 | The course does not require books or instructional materials. | N/A |
| DESN 292 | The course does not require books or instructional materials. | N/A |
| DESN 299 | The course does not require books or instructional materials. | N/A |
| BUS 299 | The course does not require books or instructional materials. | N/A |

APPROVED BY: _____

Date: ____/____/20____

Dr. Sunita V. Cooke,
 Superintendent/President

Rev. 6/9/25

| | |
|---|--|
| Subject: Approve Renewal of the American Fidelity Administrative Service Agreement | Attachment: • Basic Service Agreement • Amendment #1 |
| Category: Consent Items | Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action |
| Institutional Goals: mcc_mission_statement.pdf (miracosta.edu) | Institutional Goal Supported: Goal 1 <input checked="" type="checkbox"/> Goal 2 Goal 3 <input checked="" type="checkbox"/> Goal 4 |
| Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services | Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President |

BACKGROUND

Beginning in July 2015, the district entered into an agreement with American Fidelity Administrative Services, LLC, to support the district's obligations under the federal Affordable Care Act (ACA). Under the ACA, the district must monitor employee work hours, offer health insurance coverage to eligible staff, and submit accurate annual filings to the Internal Revenue Service using Forms 1094-C and 1095-C. American Fidelity's services include hours-tracking, eligibility calculations, and mandated IRS reporting in compliance with measurement and stability period regulations.

The current three-year term of this services agreement commenced on July 1, 2022, and is scheduled to expire on June 30, 2025. The district now seeks to extend the existing agreement for an additional two-year period to ensure uninterrupted support for ACA compliance functions.

STATUS



Government Code Section 53060 "Special Services and Advice" states: "The legislative body of any public or municipal corporation or district may contract with and employ any persons for the furnishings to the corporation or district special services and advice in financial, economic, accounting engineering, legal or administrative matters if such persons are specially trained and experienced and competent to perform the special services required".

Human Resources staff have exercised due diligence and determined that extending the original agreement by two years to a five-year agreement for \$27,000/year for a total contract value of \$135,000, which provides continuity of training and support that best supports the district's ongoing work in Futures thinking and methodologies, is in the district's best interests. Funds are budgeted within the Unrestricted General Fund 11.

In addition, pursuant to the district's AP6340, all contracts valued more than the current public contract code formal bid level must be presented to the board for prior approval. Since year four with American Fidelity Administrative Service exceeded the bid level, year four and five Amendment #1 is also being presented to the board.

RECOMMENDATION

Authorize the assistant superintendent/vice president, administrative services to extend original three-year agreement to five-years with the American Fidelity Administrative Service for a new contract value not to exceed \$135,000.

| | |
|---|--|
| Subject: Approve Renewal of Proofpoint Email Security Software Maintenance and Technical Support Agreement | Attachment: CDW Government, Inc. Quote |
| Category: Consent Items | Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information <input checked="" type="checkbox"/> 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 <input checked="" type="checkbox"/> 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

Information Technology Services (ITS) has routinely utilized Proofpoint as its primary email and cloud security solution, and its annual maintenance and support contract is now due for renewal. Proofpoint's comprehensive suite defends against phishing, malware, and data loss through email encryption, automated threat removal, targeted attack protection to block malicious links and attachments, threat response auto-pull to remove harmful messages post-delivery, data loss prevention, security awareness training, and cloud access monitoring, thereby enhancing the district's cybersecurity posture, mitigating risk, and ensuring compliance with industry standards. ITS's ongoing evaluations of alternative offerings consistently confirm that Proofpoint provides the district with the best level of protection through seamless integration with existing systems.

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 an agreement established by the Foundation for California Community Colleges (FCCC). The FCCC agreement with CDW Government, Inc. (Contract #00004442) for the purchase of supplies, technology, software, equipment, and other miscellaneous material, provides the lowest cost and best overall value for district technology purchases.

The Proofpoint security solution has been identified with a total list cost before fees and taxes of \$322,328.88. By utilizing the referenced FCCC and College Buys agreements, the software cost before fees and taxes is \$136,604.62 resulting in an overall negotiated discount of 57.64 percent.

Funds for this purchase are budgeted within the ITS department's replacement budget.

RECOMMENDATION

Authorize the assistant superintendent/vice president, administrative services to proceed with the procurement of Proofpoint through CDW Government, Inc. in accordance with the terms and conditions of College Buys CSU Master Agreement #00004442 catalog at a cost not to exceed amount of \$136,604.62.



Thank you for choosing CDW. We have received your quote.

Hardware

Software

Services

IT Solutions

Brands

Research Hub

QUOTE CONFIRMATION

CORNEL RUSTON,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

This quote is subject to CDW's Third Party Cloud Services Order Form Terms and Conditions set forth at <https://www.cdwg.com/content/cdwg/en/terms-conditions/third-party-cloud-services-order-form-terms-and-conditions-.html>

Convert Quote to Order

| QUOTE # | QUOTE DATE | QUOTE REFERENCE | CUSTOMER # | GRAND TOTAL |
|---------|------------|---------------------------|------------|---------------------|
| ██████ | 5/15/2025 | PROOFPOINT RENEWAL 1YR | ██████ | \$136,604.62 |

IMPORTANT - PLEASE READ

Special Instructions: Term: 7/6/2025 - 7/6/2026 Software License and Product Agreements: <https://www.proofpoint.com/us/legal/> license

QUOTE DETAILS

| ITEM | QTY | CDW# | UNIT PRICE | EXT. PRICE |
|---|------|---------|------------|-------------|
| <u>PFPT ENT P1 F-SECURE SAAS</u> Mfg. Part#: PFPT-B-P1VF-S-A NPRE, Email Protection, TAP URL & Attachment Defense, TAP URL Iso. (VAP Only), Threat Response Auto-Pull, PSAT Enterprise - F-Secure - SaaS Electronic distribution - NO MEDIA Contract: CIGBuys-CSU Master Agmt #00004442 Catalog (00004442) | 2501 | 7827854 | \$28.51 | \$71,303.51 |
| <u>PFPT DLP&ENCRYPT</u> Mfg. Part#: PFPT-M-DLPE-S-A Regulatory Compliance, Digital Asset Security, Proofpoint Encryption, Platinum Support - SaaS Electronic distribution - NO MEDIA Contract: CIGBuys-CSU Master Agmt #00004442 Catalog (00004442) | 2501 | 7826574 | \$9.62 | \$24,059.62 |
| <u>PFPT LOG API FORWARDING</u> Mfg. Part#: PPAO-M-LAPI-S-A Log API Forwarding is a feature available for PoD customers to receive mail logs (filtered and sendmail) from their PoD cluster in real-time. The logs are sent in syslog format. Customers can receive these logs on common SIEM tools. Electronic distribution - NO MEDIA Contract: CIGBuys-CSU Master Agmt #00004442 Catalog (00004442) | 1 | 7829289 | \$0.00 | \$0.00 |

QUOTE DETAILS (CONT.)**[PFPT CLOUD APP SECURITY BROKER DATA](#)**

2501

7827860

\$16.49

\$41,241.49

Mfg. Part#: PFPT-M-CASBU-S-A

PFPT Cloud App Security Broker (Data

Retention for 180 days) (US-Only

Deployment) - S

Electronic distribution - NO MEDIA

Contract: CIGBuys-CSU Master Agmt #00004442 Catalog (00004442)

These services are considered Third Party Services, and this purchase is subject to CDW's [Third Party Cloud Services Terms and Conditions](#), unless you have a written agreement with CDW covering your purchase of products and services, in which case this purchase is subject to such other written agreement.

The third-party Service Provider will provide these services directly to you pursuant to the Service Provider's standard terms and conditions or such other terms as agreed upon directly between you and the Service Provider. The Service Provider, not CDW, will be responsible to you for delivery and performance of these services. Except as otherwise set forth in the Service Provider's agreement, these services are non-cancellable, and all fees are non-refundable.

SUBTOTAL \$136,604.62**SHIPPING** \$0.00**SALES TAX** \$0.00**GRAND TOTAL** **\$136,604.62****PURCHASER BILLING INFO****Billing Address:**

MIRACOSTA COMMUNITY COLLEGE

ACCTS PAYABLE

1 BARNARD DR

OCEANSIDE, CA 92056-3899

Phone: (760) 757-2121**Payment Terms:** NET 30 Days-Govt/Ed**DELIVER TO****Shipping Address:**

MIRACOSTA COMMUNITY COLLEGE

CORNEL RUSTON

1 BARNARD DR





OCEANSIDE, CA 92056-3899

Phone: (760) 757-2121**Shipping Method:** ELECTRONIC DISTRIBUTION**Please remit payments to:**CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515**Sales Contact Info****Brett Bradford** | (877) 508-2411 | bretbra@cdwg.com**Need Help?****My Account****Support****Call 800.800.4239**[About Us](#) | [Privacy Policy](#) | [Terms and Conditions](#)

This order is subject to CDW's Terms and Conditions of Sales and Service Projects at

<http://www.cdwg.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager.

| | |
|---|--|
| Subject: Approve Purchase of VMware Virtualization Technology | Attachment: Trace3 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

Information Technology Services (ITS) has utilized VMware virtualization technology since 2009 to host multiple virtual servers on its physical hardware, optimizing resource utilization, ensuring reliable performance of critical systems, and enabling secure district-wide communications. VMware centralizes the enforcement of uniform security protocols, containing any compromised instance without affecting other services, and allows ITS to capture point-in-time snapshots of each virtual server for off-site storage. In the event of a disruption, such as malware or hardware failure, these snapshots facilitate rapid restoration of services. By isolating faults, minimizing downtime, and preserving data integrity, VMware's capabilities limit the district's exposure to operational, financial, and reputational risks. VMware has recently announced that the tier level currently used by the district will be phased out in favor of a new tier that carries a cost increase of more than 34 percent. ITS staff participated in discussions with Trace3 and VMware, resulting in the district securing continued access to the existing tier, thereby avoiding a substantial cost increase.

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. For this renewal, the district has identified that the use of CMAS Contract #3-18-70-2858D with Trace3 will provide the lowest cost and best overall value. The current renewal term is August 1, 2025 – July 31, 2026, at a total cost of \$158,000.

Funds to renew VMware Virtualization Technology have been identified within the ITS operating budget.

RECOMMENDATION

Authorize the assistant superintendent/vice president, administrative services to proceed with the procurement of VMware Virtualization Technology with Trace3, Inc. in accordance with the terms and conditions of CMAS Contract #3-18-70-2858D at a cost not to exceed \$158,000.

TRACE3



MiraCosta College VMWARE Renewal 7/31/2025



Prepared for:

MiraCosta College

Cornel Ruston
cruston@miracosta.edu

1 year

| Line # | Qty | Part Number | Product Details | Start Date | End Date | Unit Price | Extended Price |
|--------|-----|----------------|--|------------|-----------|-------------|----------------|
| 1 | 8 | ANS-VMW-ALB | VMWARE AVI LOAD BALANCER (ENTERPRISE) | 8/1/2025 | 7/31/2026 | \$11,390.00 | \$91,120.00 |
| 2 | 352 | VCF-VSP-FND-1Y | VMWARE VSPHERE FOUNDATION 1-YEAR | 8/1/2025 | 7/31/2026 | \$190.00 | \$66,880.00 |

Subtotal: **\$158,000.00**

Quote Notes

| Additional Information |
|------------------------|
| CMAS 3-18-70-2858D |

Pricing Disclaimer

| Additional Information |
|---|
| Trace3 will use commercially reasonable efforts to maintain the prices quoted herein through the quote expiration date. Notwithstanding any other term or condition in this quote or any existing agreement applicable to this quote, Trace3 reserves the right to rescind this quote prior to the quote expiration date in the event of OEM (including distributors) price increases due to tariffs, in which case Trace3 will issue a new quote with revised pricing. Trace3 will use commercially reasonable efforts, but will not be obligated to, provide advance notice of such rescission. |

MiraCosta College VMWARE Renewal 7/31/2025

Prepared by:

Trace3 - Grand Rapids

Jennifer Miranda
Jennifer.Miranda@trace3.com

Prepared for:

MiraCosta College

1 Barnard Dr
Oceanside, CA 92056-3820
Cornel Ruston
(760) 795-6737
cruston@miracosta.edu

Quote Information:

Quote Date: 05/05/2025
Expiration Date: 07/31/2025

Quote Summary

| Description | Amount |
|----------------------------|--------------|
| 1 year | \$158,000.00 |
| Total: \$158,000.00 | |

Upon client signatory's execution of this Quote, he/she affirms that:

1. Client will purchase and pay Trace3 for the equipment and/or services referenced above;
2. Without a separate written agreement signed by Trace3 and client, equipment and/or services referenced above are provided solely subject to the terms of this Quote and the applicable terms and conditions located at <http://www.trace3.com/legal>
3. He/she is authorized to accept this Quote on behalf of client and has complied with all of client's business practices in making this purchase;
4. Quoted amounts exclude sales taxes, which will be charged on all U.S. shipments; and
5. Client is responsible for submitting exemption certificates for sales tax-exempt purchases.
6. Use of the equipment and/or services referenced above is subject to the applicable end-user license agreement of the manufacturer.



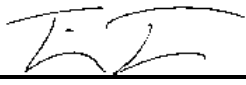

MiraCosta College

Signature: _____

Name: _____

Title: _____

Date: _____

| | |
|---|--|
| Subject: Approve Increase to Mira Mesa Driving School Behind-the-Wheel Drivers Training Services Agreement | Attachment: <u>Amendment 4</u> |
| Category: Consent Items | Type of Board Consideration: <div style="text-align: center;">  Information Consent Action </div> |
| Institutional Goals: <u>mcc_mission_statement.pdf (miracosta.edu)</u> | Institutional Goal Supported: <div style="text-align: 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 June 2021, following a competitive solicitation process, the board awarded RFP #07-22 for behind-the-wheel driver training services. This contract supports Workforce and Community Development's Driving Training Program, which offers classroom instruction covering traffic laws, safe driving techniques, and defensive driving strategies with practical in-vehicle training. Under the awarded RFP, the district secures all behind-the-wheel services, including certified instructor hours, vehicle use, and training materials to ensure participants meet state licensing requirements and gain confidence on the road. The original agreement encompassed an initial one-year term and four one-year renewal options (August 1, 2022 – July 30, 2027) with a total contract value not to exceed \$400,000. To date, amendments for two of the renewal options have been executed, resulting in a combined expenditure of \$330,655.

STATUS







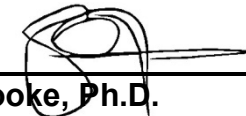
Enrollment in the driver's training program has consistently exceeded projections, resulting in increased demand for instructor hours, vehicles, and training materials. Additionally, service costs have steadily risen due to the impact of increasing fuel, vehicle maintenance, and insurance expenses. To date, \$330,655 has been expended under the current contract, and this year's renewal is expected to exceed the approved amount. Based on enrollment trends and increased costs, Workforce Development and Community Education staff project that an additional \$280,655 is required to cover the final two years of the contract term, for a total contract amount not to exceed \$680,655.

| Current Contract Usage | | |
|--------------------------|-----------------|---------------------------|
| Term | Amount | Cumulative Total |
| 08/01/22 – 07/30/23 | \$72,495 | \$72,495 |
| 08/01/23 – 07/30/24 | \$113,160 | \$185,655 |
| 08/01/24 – 07/30/25 | \$145,000 | \$330,655 |
| Remaining Contract Usage | | |
| Renewal Term | Expected Amount | Expected Cumulative Total |
| 08/01/25 – 07/30/2026 | \$175,000 | \$505,655 |
| 08/01/26 – 07/30/27 | \$175,000 | \$680,655 |

Funding is budgeted within the Workforce Development and Community Education budget.

RECOMMENDATION

Authorize the assistant superintendent/vice president, administrative services to proceed with the \$280,655 increase to Mira Mesa Driving School, with a new total contract value not exceeding \$680,655.

| | |
|--|--|
| Subject: | Attachment: |
| Approve FY2026 Tentative Budget | FY26 Tentative Budget |
| Category: | Type of Board Consideration: |
| Consent Items | <div style="display: flex; justify-content: space-around;"> Information Consent  Action </div> |
| Institutional Goals: mcc_mission_statement.pdf (miracosta.edu) | Institutional Goal Supported: |
| | <div style="display: flex; justify-content: space-around;">  Goal 1  Goal 2  Goal 3  Goal 4 </div> |
| Recommended: | Approved for Consideration: |
|  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services |  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President |

BACKGROUND

The FY2025/26 tentative budget workshop was conducted at the board workshop on June 12, 2025. Highlights of the FY2025/26 tentative budget workshop included:








- 2024/25 budget priorities and recap
- Governor's May revise and estimates for the district
- Board of Trustees 2025/26 budget directions
- 2025/26 tentative budget assumptions and plan
- 2025/26 budget: general fund unrestricted

STATUS

It is expected that the state legislature will approve a budget by July 1, 2025. The Board of Trustees is required by law to approve a tentative budget before the start of the new fiscal year, July 1st, in order for the district to expend funds starting July 1st, and prior to the board's adoption of the final budget in September. The final budget workshop presentation is scheduled for September 4, 2025, and the final budget board approval/adoption at the September 11, 2025, board meeting.

RECOMMENDATION

Approve the FY2025/26 tentative budget as stated above.

| | |
|--|---|
| Subject: | Attachment: |
| Approve FY2027-2031 Five-Year Capital Construction Plan | <u>FY2027-31 Five-Year Capital Construction Plan</u> |
| Category: | Type of Board Consideration: |
| Consent | <div style="display: flex; justify-content: space-around;"> Information  Consent Action </div> |
| Institutional Goals: mcc_mission_statement.pdf (miracosta.edu) | Institutional Goal Supported: |
| | <div style="display: flex; justify-content: space-around;">  Goal 1  Goal 2  Goal 3  Goal 4 </div> |
| Recommended: | Approved for Consideration: |
|  Tim Flood Assistant Superintendent/Vice President, Administrative Services |  Sunita V. Cooke, Ph.D. Superintendent/President |

BACKGROUND



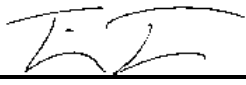

The district is required to submit a Five-Year Capital Construction Plan to the California Community Colleges Chancellor's Office (CCCCO) by July 1 of every year. The plan identifies the capital construction projects the district plans to undertake and includes estimated costs and schedules.

STATUS

The Five-Year Construction Plan identifies the capital construction projects the district plans, and it includes estimated costs and schedules. The Five-Year Construction Plan identifies the district's proposed projects, pending approval from the Board of Trustees, which will be submitted to the Chancellor's Office on or before July 1, 2025. This plan updates the next five years of district capital construction projects that were identified in the 2016 Facilities Master Plan and the 2025 Facilities Futures Plan. The funding for these projects will come from a combination of Measure MM's \$455 million general obligation bond program, State Scheduled Maintenance, and District Fund 41 Capital Construction funds. The results of this extensive investigative and collaborative project planning process are documented in the attached project list.

RECOMMENDATION

Approve the FY2027-2031 Five-Year Construction Plan, as stated above.

| | |
|---|---|
| Subject: Approve Contract with GUIDE Research Solutions for Grant Educational Research Services | Attachment: <u>Basic Services Agreement</u> |
| Category: Consent Items | Type of Board Consideration: <div style="text-align: center;">  Information Consent Action </div> |
| Institutional Goals: <u>mcc_mission_statement.pdf (miracosta.edu)</u> | Institutional Goal Supported: <div style="text-align: 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 June 2023, MiraCosta College (MCC) partnered with Felisha Herrera Villarreal, PhD, of GUIDE Research Solutions, to draft and submit a grant proposal to the U.S. Department of Education through their Title V program. The grant application, which served as a STEM-focused complement to our existing Title V grant, was not initially funded in that year, but was subsequently selected in the following year for funding.

Dr. Herrera Villarreal was sought out for her national reputation as a STEM education expert, with over two decades of experience as a widely published scholar and principal investigator leading more than \$14 million in federally funded research grants, primarily focused on HSI and community college STEM pathways. As a result of this successful collaboration, the grant was awarded, with \$250,000 designated in the approved budget to compensate GUIDE Research Solutions for consulting services over the five-year grant period. GUIDE Research Solutions offers unique expertise and services that include, but are not limited to, the design and implementation of a research plan which develops measurement tools using appropriate methodologies (i.e. qualitative, quantitative) and aligns with the grant goals to identify key metrics and benchmarks to track progress on the project objectives in the areas of access, early momentum, course success, and completion; establishing feedback loops with stakeholders to support continuous improvement; and data analysis and dissemination of findings focused on providing actionable recommendations to guide implementation and scaling of successful programming. With Dr. Herrera Villarreal's history of collaboration on STEM education initiatives at MCC and overall in the San Diego region, the partnership leverages a high level of specialization and contextual knowledge, along with the advantage of close geographic proximity, enabling consistent in-person, meaningful engagement with institutional stakeholders throughout the project's duration.

STATUS




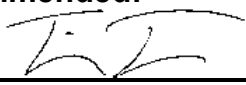

California Government Code 53060 allows public agencies to contract with and employ any persons for the furnishing to the corporation or district special services and advice in financial, economic, accounting, engineering, legal, or administrative matters if such persons are specially trained and experienced and competent to perform the special services required.

Due to the specialized knowledge required to ensure grant compliance, district staff would like to proceed with the agreement for educational research services with GUIDE Research Solutions for the period of October 1, 2024, through September 30, 2029, for a total contract value not to exceed \$250,000.

Funds are allocated out of the restricted funding source 190234_GR.

RECOMMENDATION

Authorize the assistant superintendent/vice president, administrative services to enter into an agreement with GUIDE Research Solutions for the total contract value not to exceed \$250,000.

| | |
|---|--|
| Subject: Approve Annual United States Postal Service Usage and Cost | Attachment: None |
| Category: Consent Items | Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent  Action </div> |
| Institutional Goals: mcc_mission_statement.pdf (miracosta.edu) | Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3  Goal 4  </div> |
| Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services | Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President |

BACKGROUND

Effective communication is essential to promoting engagement, transparency, and collaboration across the district. To support outreach to our diverse stakeholders including students, employees, and the broader community, the district maintains a prepaid bulk mailing account with the United States Postal Service (USPS). This account allows for the efficient and cost-effective distribution of important district information, publications, and notices.

STATUS



Pursuant to the district's AP6340, all contracts valued more than the current public contract code formal bid limit must be presented to the board for prior approval. Since the estimated amount needed for Fiscal Year 2026 exceeds the bid limit, this transaction is being presented to the board for approval.

District staff have determined that the following estimated amounts will be needed to maintain district mailing services. Bulk mail service in the amount of \$298,000 and Business Reply service in the amount of \$8,000, for a total estimated purchase not to exceed \$306,000.

Funds for this transaction have been identified within the Purchasing and Material Management operating funds for \$218,000, Community Education and Workforce Development for \$78,000, and the MiraCosta College Foundation for \$10,000.

RECOMMENDATION

Authorize the assistant superintendent/vice president, administrative services to proceed with the estimated total annual purchase not to exceed amount of \$306,000.

| | |
|--|---|
| Subject: | Attachment: |
| Ratify and Approve Contracts and Purchase Orders | Contract and Purchase Order Ratification List |
| Category: | Type of Board Consideration: |
| Consent Items | Information <input checked="" type="checkbox"/> Consent <input checked="" type="checkbox"/> Action <input checked="" type="checkbox"/> |
| Institutional Goals: mcc_mission_statement.pdf (miracosta.edu) | Institutional Goal Supported: |
| | <input checked="" type="checkbox"/> Goal 1 <input checked="" type="checkbox"/> Goal 2 <input checked="" type="checkbox"/> Goal 3 <input checked="" type="checkbox"/> Goal 4 |
| Recommended:  | Approved for Consideration:  |
| Tim Flood Assistant Superintendent/Vice President, Administrative Services | 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
April 22, 2025 - June 1, 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 |
|----------|--------------------------------|--|-------------|
| 25001854 | Maurice Gannon | 3400-3500 Sidewalk Replacement (Fac) | \$23,500.00 |
| 25002113 | Maurice Gannon | 4C Storage Gravel and Base Placement (Fac) | \$17,450.00 |
| 25002104 | Maurice Gannon | 3400 Night Safety Walk Sidewalk Repair (Fac) | \$14,800.00 |
| 25002218 | Eugene Fitzpatrick | Electrical services: retrofit OC2200 (Fac) | \$14,250.00 |
| 25001857 | Vaughn Irrigation Services Inc | 3400 Backflow Replacement (Fac) | \$13,225.45 |
| 25002105 | Maurice Gannon | Oceanside Main Campus Brow Ditch Maintenance (Fac) | \$9,800.00 |
| 25002106 | Maurice Gannon | San Elijo Campus Brow Ditch Maintenance (Fac) | \$7,800.00 |
| 25001856 | Vaughn Irrigation Services Inc | 3400 Hydrant Replacement (Fac) | \$7,445.31 |
| 25002216 | Eugene Fitzpatrick | Electrical services TCI Internal lights (Fac) | \$7,300.00 |
| 25002142 | Southland Technology | Contract Services (ITS) | \$5,700.00 |

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 |
|----------|-------------------------------------|----------------------------------|--------------|
| 25002196 | Dell | Equipment Technology (Comm Ed) | \$105,228.38 |
| 25001852 | Quality Corporate Relocations, Inc. | Specialty Consulting (ITS) | \$77,703.00 |
| 25001953 | Trace3 | Software Renewal (ITS) | \$51,828.00 |
| 25002152 | SecureW2 Inc | Software Maintenance (ITS) | \$38,603.77 |
| 25002090 | Pearson Education | Instructional Supplies (Comm Ed) | \$37,526.92 |
| 25002088 | CENGAGE Learning Inc / Gale | Instructional Supplies (Comm Ed) | \$30,896.64 |
| 25001891 | Policy and Innovation Center | Contract Services (Wrk Dev) | \$30,000.00 |
| 25002201 | Workday Inc | Software Renewal (ITS) | \$25,903.00 |

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 |
|----------|---|-------------------------------------|-------------|
| 25001906 | Motimatic PBC | Contract Services (Guided Path) | \$24,400.00 |
| 25002067 | Cambridge University Press | Instructional Supplies (Comm Ed) | \$24,042.56 |
| 25001888 | Open Biopharma Training Institute, Inc. | Contract Services (Wrk Dev) | \$23,200.00 |
| 25002091 | Vaughn Irrigation Services Inc | Equipment (Fac) | \$22,546.11 |
| 25001952 | ePlus Technology, inc. | Software renewal (ITS) | \$19,582.00 |
| 25000786 | Ellucian Company LP | Software Maintenance (Student Supp) | \$15,959.00 |
| 25002000 | Kanopy LLC | eResource subscription (Lib) | \$15,000.00 |
| 25002083 | Swank Motion Pictures Inc | eResource subscription (Lib) | \$14,976.00 |
| 25001851 | ReproMagic | Promotional Items (Found) | \$14,858.86 |

| | | | |
|----------|------------------------------------|----------------------------------|-------------|
| 25001955 | Docuseek, LLC | eResource subscription (Lib) | \$14,166.38 |
| 25002028 | Career Dimensions, Inc | Software Maintenance (Career Ed) | \$12,391.00 |
| 25001828 | Apple Computer Inc | Equipment (TLC) | \$12,375.34 |
| 25001956 | OverDrive | eResource subscription (Lib) | \$12,000.00 |
| 25001883 | Van Dermyden Makus Law Corporation | Contract Services (HR) | \$10,000.00 |
| 25002039 | University of San Diego | Contract Services (HR) | \$10,000.00 |

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

| POs from \$5,000 - \$9,999 | | | |
|----------------------------|--|--|------------|
| PO # | Vendor | Description | Amount |
| 25002253 | Amazon | Instructional Supplies (Adult High School) | \$9,362.94 |
| 25001936 | The Leader's Institute, LLC | Contract Services (Wrk Dev) | \$8,750.00 |
| 25001957 | AAC&U | Institutional membership (Pres) | \$8,100.00 |
| 25002156 | Air Filter Supply a California Corporation | Supplies (Fac) | \$8,063.67 |
| 25002023 | Discovery Preschools | Student Financial Aid - Non Cash (EOPS) | \$8,000.00 |
| 25001787 | Hudson Printing | Bulk Mail (Workforce Dev) | \$7,699.85 |
| 25002254 | Amazon | Instructional Supplies (ESL) | \$6,831.23 |
| 25001877 | Waxie | Supplies (Fac) | \$6,721.43 |
| 25001989 | TrueDialog Inc. | Advertising (PIO) | \$6,000.00 |
| 25001991 | Grainger | Equipment (Fac) | \$5,892.01 |
| 25001958 | Kai Harris | Contract Services (Aca Sen) | \$5,400.00 |
| 25001818 | San Diego County Office of Education | Printing (PIO) | \$5,000.00 |

In accordance with Public Contract Code Sections 20651, 20655, 20659, Education Code Section 81656, and Board Agenda Item VIII.L (12/9/15), the following transactions were entered into and approved by the vice president, administrative services.

| Change Orders | | | |
|---------------|-----------------------|-------------|--------|
| PO # | Vendor | Description | Amount |
| | No entries this month | | |

In accordance with Public Contract Code Sections 20651, 20655, 20659, Education Code Section 81656, and Board Agenda Item VIII.L (12/9/15), the following transactions were entered into and approved by the vice president, administrative services.

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

| Total Contract Expenditures: \$850,278.85 | |
|--|--|
| Ratify MCC purchase orders 25001785 through 25002268 | |

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 # | Vendor | Description | Amount |
| 25000083_SCON | County of San Diego | Small Business assistance on how to work with the County of San Diego (Business Services) | \$238,206.00 |
| 24000172_SCON | General Atomics Aeronautical Systems, Inc | Electronics Technical Training Level II Classes (Community Ed) | \$33,900.00 |
| 25000081_SCON | Institute for International Education | IIE American Passport Project Grant (International Students) | \$4,125.00 |
| 25000078_SCON | Skydio | Skydio - MOU (Drone Program) | \$0.00 |
| 25000092_SCON | SEMI Foundation | SEMI Foundation - Consulting Agreement (TCI) | \$0.00 |

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

| Facilities Use Agreements |
|---------------------------|
|---------------------------|

| Contract # | Licensee | Description | Amount |
|-------------------|--|--|---------------|
| 25000091_CON | United States Tennis Association Incorporated, Southern California Section | Tennis Matches Yearly Agreement | \$2,000.00 |
| 25000089_CON | Museum of Making Music | North Coastal New Horizons Band Concert | \$687.00 |
| 25000072_CON | Oceanside Breakers | Co-Sponsorship with Athletics for Soccer Games | \$140.00 |
| 25000025_CON | Adrian Rose Andersen | Private Piano Recital | \$100.00 |
| 25000062_CON | San Dieguito Union High School District | College and Career Night | \$0.00 |
| 25000067_CON | Department of Industrial Relations | DIR Staff Training | \$0.00 |

Capital Improvement Program Contract and Purchase Order Ratification List

April 22, 2025 – June 1, 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 |
|----------|---------------------------------|--|--------------|
| 25002219 | Division of the State Architect | 04237 - B4500 DSA Plan Fees (OCN) | \$183,841.95 |
| 25001886 | Climatec LLC | 04203 – Student Services - XPE to Designer HVAC Controls Graphics Software (OCN) | \$66,519.00 |

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 |
|----------|---------------------------------|---|-------------|
| 25001998 | NV5 Inc. | 04247 – Bridge Replacement - Geotechnical Services for Pedestrian Bridge (OCN) | \$22,250.00 |
| 25001890 | Elite Relocation Services | 04237 – B4500 - Moving Design Dept. from B4500 to B4600 (OCN) | \$22,005.00 |
| 25002220 | Weiland and Associates, Inc. | 04203 – Student Services Building – Slope Work (OCN) | \$21,023.00 |
| 25002162 | SAEL Construction | 04202 – Chem / Bio Building - Remove and Replace Existing Signposts (OCN) | \$15,520.00 |
| 25002161 | SAEL Construction | 04203 – Student Services Building - Remove and Replace Drain Rocks with Rip Rap (OCN) | \$15,500.00 |
| 25001949 | UES Professional Solution, Inc. | 04119 - Special Inspection and Materials Testing/Laboratory for Solar Project (SAN) | \$12,210.00 |

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 |
|----------|---|---|------------|
| 25001881 | Imagine That Unlimited a California Corporation | 04216 – Library Building - Misc. Signage for the Library (OCN) | \$4,652.00 |
| 25002211 | Southland Electric, Inc. | 04203 – Student Services Building – WiFi Testing (OCN) | \$4,114.00 |
| 25001880 | Visix Inc. | 04203 – Student Services Building - Visix Room Schedulers (OCN) | \$3,592.82 |
| 25001878 | CDW Government Inc. | 04203 – Student Services Building Vivi Wireless Input Box (OCN) | \$1,758.85 |
| 25002032 | Vaughn Irrigation Services Inc. | 04237 - B4500 Water Monitoring for fire hydrant flow test (OCN) | \$860.00 |

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.



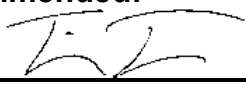

Change Orders

| 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: \$373,846.62 | | | |
|--|--|--|--|
| Ratify purchase orders — 2500: 1886, 1998, 1890, 2162, 2161, 1949, 1881, 1880, 1878, 2032,2219,2211,2220 | | | |

| | |
|---|---|
| Subject: Appoint Independent Citizens' Bond Oversight Committee Member | Attachment: None |
| Category: Action Items | Type of Board Consideration: Information Consent  Action |
| Institutional Goals: mcc_mission_statement.pdf (miracosta.edu) | Institutional Goal Supported: Goal 1 Goal 2 Goal 3  Goal 4 |
| Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services | Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President |

BACKGROUND

After the passage of Measure MM on November 8, 2016, the governing board established an Independent Citizens' Bond Oversight (ICBOC) committee on March 9, 2017, as required by state law. The purpose of the committee is to keep the public informed about the expenditure of bond revenues, review and report on the proper expenditure of taxpayers' money for school construction and advise the public as to the MiraCosta Community College District's compliance with Proposition 39 requirements, as contained in the California Constitution. The committee consists of seven (7) members as follows:

- One (1) member active in a business organization representing the business community located in the district
- One (1) member active in a senior citizens' organization
- One (1) member active in a bona-fide taxpayers association
- One (1) student enrolled and active in a community college support group
- One (1) member active in a support organization for the district, such as a foundation
- Two (2) members of the community at large

Per the Independent Citizens' Bond Oversight Committee Bylaws, Section 5. Membership, 5.4 Term, "...each member shall serve a term of two (2) years, commencing as of the date of appointment by the board. No member may serve more than three (3) consecutive terms..."

STATUS

Brandon Quandt, ICBOC student representative, has graduated from MiraCosta College and is no longer an enrolled student, making him ineligible to continue in his current role on the ICBOC. Mr. Quandt served on the ICBOC as the student representative since October 2022, providing exceptional representation for the student body. With Mr. Quandt's term ending, a vacancy has occurred for the student representative. According to [Administrative Procedure](#)




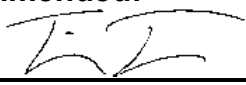
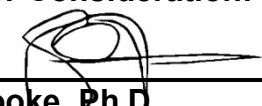
[6740: Independent Citizens' Bond Oversight Committee](#) under Notification, an ad must be run for forty-five days advertising the vacancy. The recruitment process closed on May 30, 2025. The superintendent/president recommends the following individual to the vacant position:

| Name | Organization Represented |
|-----------------|---------------------------------|
| Ismael Anderson | Student Representative |

Ismael Anderson is a currently enrolled student and is part of the Associated Student Government. He has served on the district's Campus Advisory Committee as a student representative. It is recommended that Mr. Anderson be appointed for a first two (2)-year term, beginning in July 2025.

RECOMMENDATION

Appoint Independent Citizens' Bond Oversight committee member, as stated above.

| | |
|---|---|
| Subject: Approve Change Order to Johnson Controls, Inc's Energy Service Contract for Solar PV Projects at Community Learning Center and San Elijo Campus | Attachment: None |
| Category: Action Items | Type of Board Consideration: Information Consent  Action |
| Institutional Goals: mcc mission statement.pdf (miracosta.edu) | Institutional Goal Supported:  Goal 1 Goal 2 Goal 3  Goal 4 |
| Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services | Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President |

BACKGROUND

On March 16, 2023, the MiraCosta Community College District ("District") Board of Trustees ("Board") approved the award of an energy service contract ("Contract") to Johnson Controls, Inc. ("JCI") for the design, engineering, installation and interconnection to San Diego Gas & Electric of photovoltaic solar generating equipment and systems at the District's Community Learning Center ("CLC Solar Project") and San Elijo campus ("SEC Solar Project") in the amount of \$2,688,905.11.

STATUS

Regarding the CLC Solar Project, after Contract award and JCI's commencement of Contract work, the following scope of work changes were determined to be required for the completion of the CLC Solar Project:

- JCI's proposal for the CLC Solar Project included DSA review fees that had been previously paid by the District; thus, a credit back to the District is warranted.
- JCI's Contract did not include two additional dual port level 2 EV chargers for the CLC Solar Project, which are required by code.
- DSA mandated scope changes required additional design and coordination by JCI.
- JCI is to install additional underground conduit from canopy locations to existing underground vault due to District directed changes in the original canopy location to mitigate schedule impacts and the potential damage of existing facilities; and
- JCI routing a PV feeder through an existing underground conduit between the vault and the electric utility room in B100 is no longer necessary for the completion of the CLC Solar Project; thus, this portion of the CLC Solar Project will be de-scoped from the Contract and the District is due a credit for this work included in JCI's proposal for the CLC Solar Project.

JCI's Change Order Proposal for the above listed scope of work changes to the CLC Solar Project and credits due to the District totals \$484,393.23, which, if approved by the Board, will bring the Contract Sum payable for the CLC Solar Project portion of the Contract to \$1,346,278.07. The PMO confirmed JCI's Change Order Proposal amount is reasonable given the subject scope of work and credits due to the District.

Regarding the SEC Solar Project, after Contract award and JCI's commencement of Contract work, the following scope of work changes were determined to be required for the completion of the SEC Solar Project:



- JCI to make DSA required design changes to the SEC Solar Project for compliance with American with Disabilities Act, path of travel and electrical vehicle code requirements, which were not known to JCI at the time of the Contract award.
- JCI is required to provide and install spread footing foundations and grade beams for canopy structures for SEC Solar Project due to unforeseen soil conditions.
- JCI is required to add galvanized finish to the steel canopy columns and purlins due to District request to mitigate durability and maintenance issues; and
- DSA approved drawings moved the originally designed location of canopies, which requires additional trenching, spoils removal, installation of UG conduit, wire, slurry backfill and asphalt patch due to unforeseen conditions.

JCI's Change Order Proposal for the above listed scope of work changes to the SEC Solar Project totals \$826,400.90, which, if approved by the Board, would bring the Contract Sum payable for the SEC Solar Project portion of the Contract to \$2,659,421.07. The PMO confirmed JCI's Change Order Proposal amount is reasonable given the subject scope of work.

RECOMMENDATION

Given the foregoing, District staff and the PMO recommend as follows and requests that the Board take the following actions:

- 1) Approve a Change Order to JCI's Contract for the CLC Solar Project for the above listed additional work and credits in the amount of \$484,393.23.
- 2) Approve a Change Order to JCI's Contract for the SEC Solar Project for the above listed additional work in the amount of \$826,400.90.

| | |
|---|--|
| Subject: Adopt Resolution No. 20-24/25: Delegate Superintendent/President to Declare Emergency and Take Emergency Actions in Response to Water Leak in Building 4800 at the Oceanside Campus | Attachment: Resolution No. 20-24/25 |
| Category: Action Items | Type of Board Consideration: Information Consent Action <div style="text-align: right;">✓</div> |
| Institutional Goals: mcc_mission_statement.pdf(miracosta.edu) | Institutional Goal Supported: Goal 1 Goal 2 Goal 3 Goal 4 <div style="text-align: right;">✓ ✓</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 adopted the California Uniform Construction Cost Accounting Act (CUPCCAA) by Board Resolution No. 13-10/11. Subsequently, the board approved Resolution No. 6-23/24, amending Resolution No. 13-10/11 to authorize the superintendent/president to declare an emergency and to take Emergency Actions in accordance with Public Contract Code §22050.

In April 2025, the Oceanside Campus experienced a water leak in Building 4800, Room 4809, which disrupted the water supply and resulted in severe mold damage to the classroom, particularly on one of the walls. This disruption necessitated immediate closure of the classroom and immediate dispatch of the district's emergency flood restoration services contractor, ATI Restoration, to the campus. All classes were relocated to other classrooms for the remainder of the spring 2025 semester to repair the leak, clean up the water damage, and perform demolition of the classroom's plaster wall to mitigate water and mold issues.

In accordance with the California Uniform Public Construction Cost Accounting Act (CUPCCAA), Public Contract Code §22050, the Board of Trustees may declare that an emergency exists and authorize the immediate procurement of necessary goods and services without the requirement for formal bidding or competitive proposals ("Emergency Actions"). Public Contract Code §22050(b) further authorizes the Board of Trustees to delegate the authority to take such Emergency Actions to designated district staff. When this delegation is made, district staff must report the nature of the emergency and the actions taken to the Board of Trustees at its next regularly scheduled meeting, and at all subsequent meetings until the emergency has been resolved.

STATUS

Pursuant to the authority delegated by the board under Resolution No. 6-23/24 and in accordance with Public Contract Code §22050 (CUPCCAA), district staff took immediate action to address the following emergency: water leak in Oceanside Campus Building 4800. To respond to this emergency, the following vendors/contractors were engaged without the requirement for advertising or competitive bidding, as permitted under emergency procurement provisions:

| Vendor/Contractor | Work/Goods/Services Description |
|--------------------------|---|
| ATI Restoration | Emergency Restoration and Damage Services |

RECOMMENDATION

Adopt Resolution No. 20-24/25, authorizing action under the California Uniform Construction Cost Accounting Act (CUPCCAA) to delegate authority to the superintendent/president to declare an emergency and take necessary Emergency Actions in response to Oceanside Campus Building 4800.

**MIRACOSTA COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 20-24/25
DELEGATE SUPERINTENDENT/PRESIDENT TO DECLARE EMERGENCY
AND TAKE EMERGENCY ACTIONS IN RESPONSE TO WATER LEAK
IN BUILDING 4800 AT THE OCEANSIDE CAMPUS**

WHEREAS, by Resolution No. 6-23/24 authority was delegated to the district's Superintendent/President to declare an emergency and to procure goods/services necessary to address the emergency without advertising for bids or competitive proposals; and

WHEREAS, on or about 4/9/2025, MiraCosta experienced a water leak, causing disruption of classroom 4809 in building OC 4800 on the Oceanside campus which resulted in the need to close the classroom and relocated classes for that day and remainder of the spring 2025 semester; and

WHEREAS, the Superintendent/President determined that the Emergency constituted a sudden, unexpected occurrence that posed a clear and imminent danger, necessitating immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services; and

WHEREAS, in accordance with the authority granted under Resolution No. 6-23/24, the Superintendent/President authorized the immediate procurement of goods and/or services required to address the Emergency without advertising for bids or competitive proposals (the "Emergency Actions"); and

WHEREAS, in response to the Emergency, the following goods, services, and/or work were necessary and procured without advertising for bids or competitive proposal from ATI Restoration as part of the Emergency Actions: water and mold repairs; and

WHEREAS, the status of completion of each Emergency Action is as follows:

- On the afternoon of April 9, 2025, the maintenance department was notified by an instructor that there was water damage at the Oceanside campus, classroom 4809 located in building 4800;
- On April 9, 2025, the classroom was closed after a water leak was found, and classes were relocated for that day and the remainder of the spring 2025 semester. ATI Restoration was contacted immediately and responded to the emergency leak that same afternoon;
- The affected area was demolished, and the mold was removed;
- The replacement of the new wall and the final repairs are still in progress and are expected to be completed by June 30, 2025; and

WHEREAS, pursuant to Resolution No. 6-23/24, the Superintendent/President will report to the Board of Trustees the status of the Emergency Actions described herein at each regular meeting until such actions are complete.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of MiraCosta Community College District as follows:

RESOLVE, the foregoing recitals are true and correct and are hereby incorporated into this Resolution by reference; and

FURTHER RESOLVE, the actions taken by the Superintendent/President in declaring an Emergency and authorizing the Emergency Actions are consistent with the authority granted under Resolution No. 6-23/24 and are hereby affirmed; and

FURTHER RESOLVE, the contracts awarded to the vendors identified in connection with the Emergency Actions are hereby ratified; and

FURTHER RESOLVE, the Superintendent/President may fulfill the obligation to report the status of the Emergency Actions by submitting written updates to the Board of Trustees as informational items included in the public agenda of each regular board meeting until the emergency has been resolved and related work completed; and

FURTHER RESOLVE, any additional contracts awarded by the Superintendent/President as part of ongoing Emergency Actions shall be subject to ratification by the Board of Trustees; and

FURTHER RESOLVE, this resolution shall take effect immediately upon its adoption.

ADOPTED, SIGNED AND APPROVED this 26th day of June 2025.

BOARD OF TRUSTEES OF THE
MIRACOSTA COMMUNITY COLLEGE DISTRICT

By: _____
Rick Cassar
President, Board of Trustees

Attest:

By: _____
Sunita V. Cooke, Ph.D.
Secretary, Board of Trustees

STATE OF CALIFORNIA)
)ss
SAN DIEGO COUNTY)

I, Sunita V. Cooke, Ph.D., do hereby certify that the foregoing is a true and correct copy of Resolution No. 20-24/25, which was duly adopted by the Board of Trustees of the MiraCosta Community College District at a meeting thereof held on the 26th day of June 2025, and that it was so adopted by the following vote:



AYES:

NOES:

ABSENT:

ABSTENTIONS:

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

| | |
|---|--|
| Subject: Adopt Resolution No. 21-24/25 Delegate Superintendent/President to Declare Emergency and Take Emergency Actions in Response to Sinkhole at the San Elijo Campus Main Roadway | Attachment: Resolution No. 21-24/25 |
| Category: Action Items | Type of Board Consideration: Information Consent Action <div style="text-align: right;">✓</div> |
| Institutional Goals: mcc_mission_statement.pdf (miracosta.edu) | Institutional Goal Supported: Goal 1 Goal 2 Goal 3 Goal 4 <div style="text-align: right;">✓ ✓</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 adopted the California Uniform Construction Cost Accounting Act (CUPCCAA) by Board Resolution No. 13-10/11. Subsequently, the board approved Resolution No. 6-23/24, amending Resolution No. 13-10/11 to authorize the superintendent/president to declare an Emergency and to take Emergency Actions in accordance with Public Contract Code §22050.

On April 4, 2025, a sinkhole developed overnight beneath the main roadway exiting the San Elijo campus onto Manchester Avenue. This incident caused significant disruption by compromising the primary exit route from campus and presented a potential safety hazard for vehicle traffic. In response, two of the three exit lanes were immediately closed, and the district's emergency civil engineering, testing, inspection, and consulting/soils contractor, NV5, was mobilized to assess the situation. NV5 initiated a comprehensive investigation to determine the cause and extent of the sinkhole. The full field investigation was completed on May 15, 2025. NV5 is currently reviewing the collected data and is in the process of preparing a geotechnical letter report. This report will summarize the findings and provide recommendations for repair and mitigation measures.

In accordance with the California Uniform Public Construction Cost Accounting Act (CUPCCAA), Public Contract Code §22050, the Board of Trustees may declare that an emergency exists and authorize the immediate procurement of necessary goods and services without the requirement for formal bidding or competitive proposals ("Emergency Actions"). Public Contract Code §22050(b) further authorizes the Board of Trustees to delegate the authority to take such Emergency Actions to designated district staff. When this delegation is made, district staff must report the nature of the emergency and the actions taken to the Board

of Trustees at its next regularly scheduled meeting, and at all subsequent meetings until the emergency has been resolved.

STATUS

Pursuant to the authority delegated by the board under Resolution No 6-23/24 and in accordance with Public Contract Code §22050 (CUPCCAA), district staff took immediate action to address the following emergency: Sinkhole at the San Elijo campus main roadway.

To respond to this emergency, the following vendors/contractors were engaged without the requirement for advertising or competitive bidding, as permitted under emergency procurement provisions:

| Vendor/Contractor | Work/Goods/Services Description |
|--------------------------|--|
| NV5 | Civil engineering, testing, inspection, and soils consulting |

RECOMMENDATION

Adopt Resolution No. 21-24/25, authorizing action under the California Uniform Construction Cost Accounting Act (CUPCCAA) to delegate authority to the superintendent/president to declare an emergency and take necessary Emergency Actions in response to the sinkhole at the San Elijo Campus main roadway.

**MIRACOSTA COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 21-24/25**

**DELEGATE SUPERINTENDENT/PRESIDENT TO DECLARE EMERGENCY AND
TAKE EMERGENCY ACTIONS IN RESPONSE TO SINKHOLE AT THE
SAN ELIJO CAMPUS MAIN ROADWAY**

WHEREAS, by Resolution No. 6-23/24, authority was delegated to the district's Superintendent/President to declare an emergency and to procure goods/services necessary to address the emergency without advertising for bids or competitive proposals; and

WHEREAS, on April 4, 2025, a sinkhole developed overnight beneath the main roadway exiting the San Elijo Campus onto Manchester Avenue. This incident caused significant disruption by compromising the primary exit route from campus and presented a potential safety hazard for vehicle traffic; and

WHEREAS, in response, two of the three exit lanes were immediately closed, and the district's emergency civil engineering, testing, inspection, and consulting/soils contractor, NV5, was mobilized to assess the situation. NV5 initiated a comprehensive investigation to determine the cause and extent of the sinkhole; and

WHEREAS, the Superintendent/President determined that the Emergency constituted a sudden, unexpected occurrence that posed a clear and imminent danger, necessitating immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services; and

WHEREAS, in accordance with the authority granted under Resolution No. 6-23/24, the Superintendent/President authorized the immediate procurement of goods and/or services required to address the Emergency without advertising for bids or competitive proposals (the "Emergency Actions"); and

WHEREAS, in response to the Emergency, the following goods, services, and/or work were necessary and procured without advertising for bids or competitive proposals from NV5 as part of the Emergency Actions: Civil engineering, testing, inspection, and soils consulting; and

WHEREAS, the status of completion of each Emergency Action is as follows:

- On the afternoon of April 4, 2025, the Director of Facilities was notified by the Grounds Department staff at the San Elijo campus that a sinkhole had developed in the roadway exiting the main campus roadway.
- Two lanes of the affected roadway were barricaded to prevent any vehicle traffic from driving over the sinkhole.
- On April 4, 2025, district staff contacted the on-call civil engineering, testing, inspection, and soils engineering firm, NV5, to notify them of the issue.
- On April 7, 2025, NV5 visited the campus and recommended using ground penetrating radar and soil geo-probe boring to assess the potential lateral extent of the sinkhole opening.
- The NV5 survey was started on April 28, 2025, and concluded on May 15, 2025.
- NV5 is reviewing the field results, and they are aiming to have the final geotechnical letter report that will summarize their investigations and provide the recommended remediation to repair the sinkhole by June 2, 2025.

- Upon receipt of the final report and recommended remediation, the district will go forward with hiring the appropriate contractor to complete the repairs.

WHEREAS, pursuant to Resolution No. 6-23/24, the Superintendent/President will report to the Board of Trustees the status of the Emergency Actions described herein at each regular meeting until such actions are complete.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of MiraCosta Community College District as follows:

RESOLVE, the foregoing recitals are true and correct and are hereby incorporated into this Resolution by reference; and

FURTHER RESOLVE, the actions taken by the Superintendent/President in declaring an Emergency and authorizing the Emergency Actions are consistent with the authority granted under Resolution No. 6-23/24 and are hereby affirmed; and

FURTHER RESOLVED, the contracts awarded to the vendors identified in connection with the Emergency Actions are hereby ratified; and

FURTHER RESOLVED, the Superintendent/President may fulfill the obligation to report the status of the Emergency Actions by submitting written updates to the Board of Trustees as informational items included in the public agenda of each regular Board meeting until the emergency has been resolved and related work completed; and

FURTHER RESOLVED, any additional contracts awarded by the Superintendent/President as part of ongoing Emergency Actions shall be subject to ratification by the Board of Trustees; and

FURTHER RESOLVED, this Resolution shall take effect immediately upon its adoption.

ADOPTED, SIGNED AND APPROVED this 26th day of June 2025.

BOARD OF TRUSTEES OF THE
MIRACOSTA COMMUNITY COLLEGE DISTRICT

By: _____
Rick Cassar
President, Board of Trustees

Attest:

By: _____
Sunita V. Cooke, Ph.D.,
Secretary, Board of Trustees

STATE OF CALIFORNIA)
)ss
SAN DIEGO COUNTY)

I, Sunita V. Cooke, Ph.D., do hereby certify that the foregoing is a true and correct copy of Resolution No. 21-24/25, which was duly adopted by the Board of Trustees of the MiraCosta Community College District at a meeting thereof held on the 26th day of June 2025, and that it was so adopted by the following vote:








AYES:

NOES:

ABSENT:

ABSTENTIONS:

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

| | |
|---|--|
| Subject: Adopt Resolution No. 23-24/25: Authorize Renewal of Oracle Enterprise Resource Planning (ERP) PeopleSoft Applications Software FY2026 | Attachment: <ul style="list-style-type: none"> • Resolution 23-24/25 • Support Service # 14606691 • Support Service # 6292530 • Support Service # 6295269 • Support Service # P-98-144-00-000-32 • Support Service # 2760043 |
| Category: Action Items | Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent Action  </div> |
| Institutional Goals: mcc_mission_statement.pdf (miracosta.edu) | Institutional Goal Supported: <div style="display: flex; justify-content: space-around;">  Goal 1  Goal 2  Goal 3  Goal 4 </div> |
| Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services | Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President |

BACKGROUND

In 1998, the district entered into its initial contract with PeopleSoft/Oracle. Over time, the district has expanded its utilization of Oracle's Enterprise Resource Planning (ERP) PeopleSoft modules to support a broad spectrum of operational and instructional needs, with the Student Information System (SIS) serving as a comprehensive, mission-critical application for all instructional functions. In 2021, the district executed a five-year Oracle Public Sector Technical Support Services Agreement; however, Oracle continues to bill the associated software licenses and support fees on an annual basis.

As part of its ongoing efforts to modernize technology infrastructure and enhance service reliability, Information Technology Services (ITS) is evaluating a potential migration of the SIS from an on-premises environment to a cloud-based solution. Until a final decision is reached, renewal of Oracle's PeopleSoft modules is required to ensure uninterrupted system operation and continuing software services in support of the district's core mission.

STATUS

Pursuant to the authority delegated by the board under the attached Resolution No. 23-24/25 and in accordance with the district's AP6340, all contracts valued more than the current public contract code formal bid level must be presented to the board for prior approval. The contract for software update licensing, maintenance, and technical support services is for the period of July 1, 2025 – June 30, 2026, and is expected to cost \$740,196.28 plus applicable taxes.

Pricing and associated terms and conditions are per the Oracle Public Sector Master Technical Services and Support Agreement (TSSA) with Oracle, contract #US-PS-TSSA-2796731, dated March 10, 2021.

| Oracle/Peoplesoft Modules | Start/End Dates | Amount |
|---|------------------------|----------------------------|
| Student Admin eBenefits - 14606691 | 7/01/25 – 6/30/26 | \$11,968.89 |
| Student Admin Campus Directory - 6292530 | 7/01/25 – 6/30/26 | \$2,855.49 |
| PeopleSoft Enterprise eBenefits - 6295269 | 7/01/25 – 6/30/26 | \$896.50 |
| Student Administration - P-98-144-00-000-32 | 7/01/25 – 6/30/26 | \$355,879.67 |
| Database - 2760043 | 7/01/25 – 6/30/26 | \$368,595.73 |
| | Total: | <u>\$740,196.28</u> |

The Information Technology Services budget includes funds for renewing software update licensing, maintenance, and technical support services.

RECOMMENDATION

Adopt Resolution 23-24/25 authorizing the assistant superintendent/vice president, administrative services to proceed with the procurement of the Oracle Enterprise Resource Planning (ERP) PeopleSoft software update licensing, maintenance, and technical support services renewal agreements for \$740,196.28 plus applicable taxes for the period of July 1, 2025 – June 30, 2026.

MIRACOSTA COMMUNITY COLLEGE DISTRICT

RESOLUTION NO. 23-24/25

**AUTHORIZE RENEWAL OF ORACLE ENTERPRISE RESOURCE PLANNING (ERP)
PEOPLESFT APPLICATIONS SOFTWARE FISCAL YEAR 2025-2026**

WHEREAS, in 1998, the District entered into its initial contract with PeopleSoft/Oracle to implement Oracle's Enterprise Resource Planning (ERP) PeopleSoft system; and

WHEREAS, over time the District has expanded its utilization of Oracle's ERP PeopleSoft modules to support a broad spectrum of operational and instructional needs, with the Student Information System (SIS) serving as a comprehensive, mission-critical application for all instructional functions; and

WHEREAS, in 2021, the District executed a five-year Oracle Public Sector Technical Support Services Agreement (Master Technical Services and Support Agreement No. US-PS-TSSA-2796731, dated March 10, 2021) for software update licensing, maintenance, and technical support services, under which Oracle continues to bill all support fees on an annual basis; and

WHEREAS, as part of its ongoing efforts to modernize technology infrastructure and enhance service reliability, Information Technology Services (ITS) is evaluating a potential migration of the SIS from an on-premises environment to a cloud-based solution; and

WHEREAS, until a final decision is reached regarding a cloud-based migration, renewal of Oracle's PeopleSoft modules is required to ensure uninterrupted system operation and continuing software services that support the District's core mission; and

WHEREAS, pursuant to Board Policy AP 6340, all contracts valued in excess of the current Public Contract Code formal bid threshold must be presented to the Board of Trustees for prior approval; and

WHEREAS, the total cost of software update licensing, maintenance, and technical support services for the period July 1, 2025, through June 30, 2026, is \$740,196.28; and

WHEREAS, Meakin v. Steveland (1977) 68 Cal.App.3d 490 and Los Angeles Dredging Co. v. Long Beach (1930) 210 Cal. 348 affirm that competitive bidding requirements do not apply where doing so would be incongruous, impractical, or offer no advantage to the public agency; and

WHEREAS, the Board desires to authorize the District to proceed with the one-year renewal of software update licensing, maintenance, and technical support services without a separate competitive selection process;

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of MiraCosta Community College District as follows:

RESOLVE, the foregoing recitals are true and correct and are hereby incorporated into this Resolution by reference; and

FURTHER RESOLVE, that the Board finds this purchase necessary to maintain uninterrupted system operation of the District's mission-critical Student Information System and related Oracle/PeopleSoft modules until such time as a cloud-based migration is approved and implemented; and

FURTHER RESOLVE, that the Board hereby approves the purchase of Oracle/PeopleSoft software update licensing, maintenance, and technical support services for the period July 1, 2025, through June 30, 2026, at a total cost not to exceed \$740,196.28 plus applicable taxes, in accordance with the terms of the Master Technical Services and Support Agreement (TSSA) No. US-PS-TSSA-2796731 dated March 10, 2021; and

FURTHER RESOLVE, that the Board delegates authority to the District's Assistant Superintendent/Vice President of Administrative Services to negotiate, execute, and deliver all documents necessary to effectuate this agreement; and

FURTHER RESOLVE, that should the determination to migrate to a cloud-based solution not be finalized by June 30, 2026, or should continued Oracle/PeopleSoft services become necessary thereafter, any additional maintenance or support services procured shall be subject to ratification by the Board of Trustees; and

FURTHER RESOLVE, that this Resolution shall take effect immediately upon its adoption.

ADOPTED, SIGNED AND APPROVED this 26th day of June 2025.

BOARD OF TRUSTEES OF THE
MIRACOSTA COMMUNITY COLLEGE DISTRICT

By: _____
Rick Cassar
President, Board of Trustees

Attest:

By: _____
Sunita V. Cooke, Ph.D.,
Secretary, Board of Trustees

STATE OF CALIFORNIA)
)ss
SAN DIEGO COUNTY)

I, Sunita V. Cooke, Ph.D., do hereby certify that the foregoing is a true and correct copy of Resolution No. 23-24/25, which was duly adopted by the Board of Trustees of the MiraCosta Community College District at a meeting thereof held on the 26th day of June 2025, and that it was so adopted by the following vote:













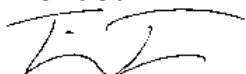
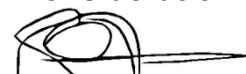
AYES:

NOES:

ABSENT:

ABSTENTIONS:

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

| | | | | | |
|---|---|--|--|--|--|
| Subject: Adopt Resolution No. 24-24/25 Intent to Grant Easement to Dish Wireless, LLC (DISH) to Allow Installation of Electrical and Telecommunications Facilities for Adjacent City Property | Attachment: •Resolution No. 24-24/25 • Grant of Revocable Easement | | | | |
| Category: Action Items | Type of Board Consideration: <table> <tr> <td>Information</td> <td>Consent</td> <td>Action </td> </tr> </table> | Information | Consent | Action  | |
| Information | Consent | Action  | | | |
| Institutional Goals: mcc_mission_statement.pdf (miracosta.edu) | Institutional Goal Supported: <table> <tr> <td>Goal 1</td> <td>Goal 2 </td> <td>Goal 3 </td> <td>Goal 4 </td> </tr> </table> | Goal 1 | Goal 2  | Goal 3  | Goal 4  |
| Goal 1 | Goal 2  | Goal 3  | Goal 4  | | |
| Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services | Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President | | | | |

BACKGROUND

In recent years, the board has adopted resolutions granting easements to allow installation of electrical and telecommunications facilities on adjacent property owned by the City of Oceanside. The granting of the easements was conditioned upon among other things, to compensate the district for the fair market value of these rights and maintain their facilities at their own cost. The board also required telecommunication providers to obtain a lease agreement with the City of Oceanside to compel their compliance with all applicable city ordinances.

Here, DISH Wireless, L.L.C. has agreed to these terms and conditions, including the payment of compensation to the district of \$48,000, which includes \$5,000 to cover all legal costs of the district in the preparation of all required legal documents. The easement term will conclude on February 26, 2036, concurrent with the lease term with the City of Oceanside. This easement agreement contemplates that the installation of these facilities will improve services for the campus community and surrounding neighborhoods.

California Education Code Section 81311 requires that after the adoption by a two-thirds vote of the Board of Trustees of a resolution expressing the intent to convey an easement, the board must hold a subsequent public hearing and approve and finalize the conveyance. Accordingly, approval is sought to express the intent to convey the easements as set forth in the proposed agreement and set this matter for a further public hearing on the board's regular agenda in July.

STATUS

DISH Wireless has approved the proposed Grant of Revocable Easement under the terms set forth in the proposed Grant of Revocable Easement. The installation of the facilities will be done in conformance with the City of Oceanside Lease Agreement as amended (Oceanside Document No. 21-D0447-1) described in Exhibit C, the district's Grant of Revocable Easement agreement and the applicable Sublease attached thereto as Exhibit D. A vote of the board would confirm its intent to convey the easements and set the matter for a further public hearing in July.

RECOMMENDATION

Approve Resolution No. 24-24/25 expressing the intent of the board to approve of the proposed Grant of Revocable Easement agreement with DISH Wireless.

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

**INTENT TO GRANT EASEMENTS TO DISH WIRELESS LLC (DISH)
TO ALLOW INSTALLATION OF ELECTRICAL AND TELECOMMUNICATIONS FACILITIES
FOR ADJACENT CITY PROPERTY**

WHEREAS, Dish Wireless LLC (“DISH”) desires to install telecommunication equipment on leased space owned by the City of Oceanside near the Henie Hills Reservoir in the center of the Oceanside campus; and

WHEREAS, the system will boost coverage for students, staff, and safety personnel who increasingly rely on wireless telecommunication services; and

WHEREAS, the City of Oceanside has negotiated terms related to the maintenance and operation of the system which have been made part of a proposed written Grant of Revocable Easement with MiraCosta College; and

WHEREAS, said proposed Grant of Easement specifying the easements to be granted and all the related terms are attached hereto and marked as “Exhibit 1” being incorporated herein; and

WHEREAS, the property rights to be conveyed will facilitate the proposed project on the adjacent city property; and

WHEREAS, the fair market value of the property rights to be conveyed to DISH, and DISH has agreed to pay the college the full amount of the fair market compensation in the amount of \$43,000.00, plus \$5,000 to compensate the College for its legal expenses related hereto for a total payment of \$48,000; and

WHEREAS, approval of the Grant of Easement is to the district’s benefit, and it will not adversely affect the district in any respect or the environment; and

WHEREAS, Education Code section 81310 provides in pertinent part that: “The governing board of a community college district may, pursuant to this article, ... dedicate or convey to any public corporation, or private corporation engaged in the public utility business, without a vote of the electors of the district first being taken, an easement to lay, construct, reconstruct, maintain, and operate water, sewer, gas, or storm drain pipes or ditches, electric or telephone lines, and access roads used in connection therewith, over and upon any land belonging to the community college district, upon such terms and conditions as the parties thereto may agree;” and

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of MiraCosta Community College District as follows:

Section 1: That the board declares its intention to grant DISH Wireless, LLC easements for the purpose of constructing, using, maintaining, and operating telecommunications systems in conjunction with a proposed installation on adjacent property owned by the City of Oceanside as more fully set forth in that Grant of Revocable Easement attached hereto and marked as “Exhibit 1.”

Section 2: That a public hearing of this matter shall be held at the regularly scheduled meeting of the Board of Trustees to be held on July 17, 2025.

ADOPTED, SIGNED AND APPROVED this 26th day of June 2025.

BOARD OF TRUSTEES OF THE
MIRACOSTA COMMUNITY COLLEGE DISTRICT

By: _____
Rick Cassar
President, Board of Trustees

Attest:

By: _____
Sunita V. Cooke, Ph.D.
Secretary, Board of Trustees

STATE OF CALIFORNIA)
)ss
SAN DIEGO COUNTY)

I, Sunita V. Cooke, Ph.D., do hereby certify that the foregoing is a true and correct copy of Resolution No. 24-24/25, which was duly adopted by the Board of Trustees of the MiraCosta Community College District at a meeting thereof held on the 26th day of June 2025, and that it was so adopted by the following vote:



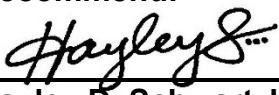
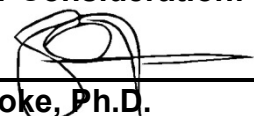
AYES:

NOES:

ABSENT:

ABSTENTIONS:

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

| | |
|--|--|
| Subject: Ratify Collective Bargaining Agreement between the MiraCosta Community College District and the MiraCosta College Faculty Assembly | Attachment: Collective Bargaining Agreement |
| 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:  <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 2022–2025 collective bargaining agreement between the MiraCosta Community College District and the MiraCosta College Faculty Assembly (“Faculty Assembly”) is set to expire on June 30, 2025. During the spring of 2025, the district engaged in collegial negotiations with the Faculty Assembly pursuant to Board Policy 7140.


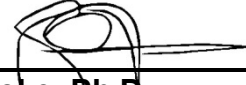
STATUS

The district and the Faculty Assembly have negotiated a successor agreement, which was subsequently ratified by the Faculty Assembly’s membership in May 2025. The economic and non-economic issues were reviewed with the Board of Trustees in closed session throughout the negotiation process.

The complete document is available [online](#) and a copy is on file with the secretary of the Board of Trustees.

RECOMMENDATION

Ratify Collective Bargaining Agreement between the MiraCosta Community College District and the MiraCosta College Faculty Assembly commencing July 1, 2025, and authorize the superintendent/president to sign the agreement on behalf of the district, as stated.

| | |
|---|--|
| Subject: Ratify Collective Bargaining Agreement between the MiraCosta Community College District and the MiraCosta College Academic Associate Faculty | Attachment: Collective Bargaining Agreement |
| Category: Action Items | Type of Board Consideration: Information Consent <input checked="" type="checkbox"/> Action |
| Institutional Goals: mcc_mission_statement.pdf (miracosta.edu) | Institutional Goal Supported: Goal 1 Goal 2 Goal 3 <input checked="" type="checkbox"/> 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

The collective bargaining agreement between the MiraCosta Community College District and the MiraCosta College Academic Associate Faculty is set to expire on June 30, 2026. The district and Academic Associate Faculty previously agreed to reopen Article 12: Salary Schedule and Placement in 2024–2025. During the spring of 2025, the district engaged in collegial negotiations with the Academic Associate Faculty pursuant to Board Policy 7140 to update the salary schedule effective July 1, 2025.





STATUS

The district and the MiraCosta College Academic Associate Faculty have negotiated an amendment to July 1, 2024, to June 30, 2026, Collective Bargaining Agreement between MiraCosta Community College and MiraCosta College Academic Associate Faculty, which was subsequently ratified by the Associate Faculty's membership in May 2025. The economic and non-economic issues were reviewed with the Board of Trustees in closed session throughout the negotiation process.

The complete document is available [online](#) and a copy is on file with the secretary of the Board of Trustees.

RECOMMENDATION

Ratify Collective Bargaining Agreement for July 1, 2024, to June 30, 2026, between the MiraCosta Community College District and the MiraCosta College Academic Associate Faculty commencing July 1, 2025, and authorize the superintendent/president to sign the agreement on behalf of the district.

| | |
|---|---|
| Subject: Ratify the MiraCosta Community College District Academic Administrators Working Conditions Manual | Attachment: Working Conditions Manual |
| 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

During the spring of 2025, the district engaged in collegial negotiations via the meet and confer process with the MiraCosta Community College District Academic Administrators Association ("Association") pursuant to Board Policy 7140.





STATUS

The district's negotiators and the Association have met and conferred regarding changes to the Working Conditions Manual, including the salary schedule for academic administrators. The Association subsequently ratified the changes to the Working Conditions Manual. The economic and non-economic issues were reviewed with the Board of Trustees in closed session throughout the meet and confer process.

The complete document is available [online](#) and a copy is on file with the secretary of the Board of Trustees.

RECOMMENDATION

Ratify the MiraCosta Community College District Academic Administrators Working Conditions Manual and authorize the Superintendent/President to sign the agreement on behalf of the district, as stated.

| | |
|---|---|
| Subject: Ratify the MiraCosta Community College District Classified Administrators Working Conditions Manual | Attachment: Working Conditions Manual |
| 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

During the spring of 2025, the district engaged in collegial negotiations via the meet and confer process with the MiraCosta Community College District Classified Administrators Association ("Association") pursuant to Board Policy 7140.





STATUS

The district's negotiators and the Association have met and conferred regarding changes to the Working Conditions Manual, including the salary schedule for classified administrators. The Association subsequently ratified the changes to the Working Conditions Manual. The economic and non-economic issues were reviewed with the Board of Trustees in closed session throughout the meet and confer process.

The complete document is available [online](#) and a copy is on file with the secretary of the Board of Trustees.

RECOMMENDATION

Ratify the MiraCosta Community College District Classified Administrators Working Conditions Manual, as stated.

| | |
|---|---|
| Subject: Ratify the MiraCosta Community College District Classified Senate Employee Working Conditions Manual | Attachment: Working Conditions Manual |
| 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

During the spring of 2025, the district engaged in collegial negotiations via the meet and confer process with the MiraCosta Community College District Classified Senate ("Classified Senate") pursuant to Board Policy 7140.






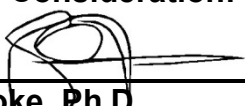
STATUS

The district's negotiators and the Classified Senate have met and conferred regarding changes to the Working Conditions Manual, including the salary schedule for classified professionals. The Classified Senate subsequently ratified the agreement. The economic and non-economic issues were reviewed with the Board of Trustees in closed session throughout the meet and confer process.

The complete document is available [online](#) and a copy is on file with the secretary of the Board of Trustees.

RECOMMENDATION

Ratify the attached Classified Senate Employee Working Conditions Manual and authorize the Superintendent/President to sign the agreement on behalf of the district, as stated.

| | |
|--|--|
| Subject: Board Policy 4100 – Graduation Requirements for Degrees and Certificates | Attachment: Board Policy 4100 – Graduation Requirements for Degrees and Certificates |
| 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

A review of edits to Board Policy 4100 – Graduation Requirements for Degrees and Certificates has been completed and approved by College Council. The policy is now presented as a second read and for adoption by the board.

RECOMMENDATION

Adopt Board Policy 4100 – Graduation Requirements for Degrees and Certificates.







The district confers the associate degree upon students who have completed 60 semester units of degree-applicable lower-division courses, including a minimum of 18 semester units of focused study in a major or interdisciplinary area of emphasis and a minimum of 21 semester units of general education, with a minimum cumulative grade-point average of 2.0. Students must complete each course counted toward the major or area of emphasis with a grade of “C” or better, or a “P” if the course is taken on a “pass-no-pass” basis. At least 12 semester units must be completed in residence within the district.

Students may be awarded a certificate of achievement upon successful completion of a minimum of 16 or more semester units of degree-applicable coursework. **Listing of the certificate of achievement on a student transcript symbolizes successful completion of patterns of learning experiences designed to develop certain capabilities that may be oriented to career or general education.** ~~In some cases, state-approved~~ Certificates of achievement of eight or more semester units may be awarded to students **if the Chancellor's Office has determined they satisfy the title 5 requirements despite requiring fewer than 16 semester units.** ~~This coursework is designed as a “pattern of learning experiences” and develops certain capabilities oriented to career or general education.~~

The superintendent/president shall establish procedures to determine degree and certificate requirements that include appropriate involvement of the Courses and Programs Committee. ~~The procedures shall assure that graduation requirements are published in the district's catalog and are included in other resources that are convenient for students.~~
See Administrative Procedure 4100.

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

Adoption History: 1/19/10, 7/18/19, 5/16/24
Periodic Review: 11/18/15, 6/22/23
References: Education Code §70902(b)(3)
Title 5, §§55060 et seq.
CCLC Update: #14, 2/08, #33, 10/18
Steering: CPC / AS

| | |
|--|--|
| Subject: Board Policy 4100C – Graduation Requirements for Adult High School Diploma and Noncredit Certificates | Attachment: Board Policy 4100C – Graduation Requirements for Adult High School Diploma and Noncredit Certificates |
| 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

A review of edits to Board Policy 4100C – Graduation Requirements for Adult High School and Noncredit Certificates has been completed and approved by College Council. The policy is now presented as a second read and for adoption by the board.

RECOMMENDATION

Adopt Board Policy 4100C – Graduation Requirements for Adult High School Diploma and Noncredit Certificates.

MiraCosta College shall offer an adult high school diploma, noncredit certificates of competency, and noncredit certificates of completion. Noncredit educational programs leading to a certificate shall be approved by the college curriculum committee and the district board of trustees. Program and graduation requirements shall be published in the college catalog and in other resources that are convenient for students.


The high school diploma may be awarded to students who have **satisfactorily** completed 160 credits, **established residency** at MiraCosta College, and **who have** demonstrated competence in reading, writing, and mathematics at a level generally accepted as appropriate for awarding a high school diploma. Students must also complete all content area standards and other adult high school diploma requirements set forth in California Code of Regulations, title 5, section 55154, **which includes specific requirements for high school diplomas issued by community colleges.**

Noncredit certificate-of-competency programs shall be designed to articulate with degree- applicable coursework, completion of an associate degree, or transfer to a baccalaureate institution. Students may be awarded a noncredit certificate of competency upon successful completion of at least two noncredit courses in a prescribed pathway that has been approved by the Chancellor's Office. The awarding of a noncredit certificate of competency confirms that a student enrolled in a noncredit educational program of noncredit courses has demonstrated achievement of a set of competencies that prepares the student to progress in an academic career path of degree-applicable credit courses.

Noncredit certificate of completion programs shall be designed to lead to improved employability or job opportunities. Students may be awarded a noncredit certificate of completion upon successful completion of at least two noncredit courses in a prescribed pathway that has been approved by the Chancellor's Office. The awarding of a certificate of completion confirms that a student has completed a noncredit educational program of noncredit courses that prepares the student for improved employability or job opportunities.

The superintendent/president shall establish procedures to determine noncredit educational program requirements that include appropriate involvement of the college curriculum committee.

See Administrative Procedure 4100C.

| | |
|--|--|
| Subject: Board Policy 4030 – Academic Freedom | Attachment: Board Policy 4030 – Academic Freedom |
| Category: Board Policies – Periodic Review | 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 4030 – Academic Freedom has been completed and approved by College Council, with no recommended changes needed. The policy is now presented for adoption by the board.

RECOMMENDATION

Adopt Board Policy Board Policy 4030 – Academic Freedom.

The MiraCosta College Community College District recognizes the free pursuit of knowledge and the free exchange of ideas as core tenets of academic freedom.

As a fundamental concept, academic freedom ensures institutions of higher education function for the common good and are constructed on a foundation of genuine trust. It represents an understanding of mutual respect in valuing how faculty and students engage in conversations and learning. The district superintendent/president and Board of Trustees will actively and openly work toward fostering an environment characterized by openness, tolerance, and civility and an atmosphere in which intellectual freedom exists and is protected for all constituencies, including faculty and students.

Academic freedom must always be accompanied by academic responsibility. This responsibility emphasizes the obligation to examine, test, and interpret all knowledge appropriate to a discipline or major area of study, to avoid bias on controversial topics, and to present conclusions and interpretations supported by evidence with consideration for the impact on students and colleagues. Employees and students should at all times strive for accuracy and engage in respectful discourse, especially when opinions differ. All constituencies must be mindful of the district's policies on ethical conduct (BP 3050), diversity, equity, and inclusion (BP 3400), non-discrimination (BP 3410), and equal opportunity (BP 3420).

To promote and support the intellectual, socioeconomic, and socioemotional growth of students, all faculty require the assurances and protections academic freedom affords. Academic decisions should be based solely on intellectual standards that are relevant to the subject matter under consideration and consistent with the institution's mission and core values. Neither students nor faculty shall be disadvantaged or evaluated on the basis of their views and perspectives. The district will defend and support any tenured or untenured faculty member who, while maintaining the high standards of the profession, finds their freedom of expression attacked or curtailed.

MiraCosta Community College District

Page 1 of 2

Adoption History: 4/21/09, 10/21/21

Periodic Review: 6/16/15, ~~xx/xx/xx~~

Reference Update: 11/14

References: Title 5, §51023

ACCJC Eligibility Requirements 13, 20

Accreditation Standard I.C.7, I.C.9

American Association of University Professors (AAUP) 1940 Statement of Principles on Academic Freedom and Tenure






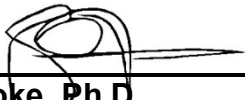
American Council on Education (ACE) Statement on Academic Rights and Responsibilities (2005)

CCLC Update: #25, 11/14

Steering: AAC / AS

In the classroom context, both virtual and in person, faculty are expected to present data and information fairly and objectively, to ensure students have access to varying points of view, and to acknowledge and defend the free inquiry of students in the exchange of criticism and ideas. Academic freedom gives students the right to express and to defend their views, to question, and to differ with the views of their instructors or the district without penalty. Academic freedom gives faculty the right to distinguish between personal conviction and professionally accepted views in a discipline and to interpret their fields and communicate conclusions without interference or penalty.

Outside of the classroom setting, faculty have the right to research, present, and publish without interference or sanction, subject to the adequate performance of their other academic duties. Research for financial gain shall be based upon an understanding with the MiraCosta Community College District as outlined in Board Policy/Administrative Procedure 3715: Intellectual Property. When faculty speak or write as citizens, authorities of their discipline, and community representatives of MiraCosta College, they should be free from institutional censorship or discipline, but this freedom carries with it a responsibility to at all times be accurate, exercise appropriate restraint, show respect for the opinions of others, and make every effort to indicate they are not speaking on behalf of the institution.

| | |
|--|---|
| Subject: Board Policy 4230 – Grading and Academic Record Symbols | Attachment: Board Policy 4230 – Grading and Academic Record Symbols |
| Category: Board Policies – First Read | Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  Information </div> <div style="text-align: center;"> Consent </div> <div style="text-align: center;"> Action </div> </div> |
| Institutional Goals: mcc_mission_statement.pdf (miracosta.edu) | Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  Goal 1 </div> <div style="text-align: center;">  Goal 2 </div> <div style="text-align: center;">  Goal 3 </div> <div style="text-align: center;">  Goal 4 </div> </div> |
| | Approved for Consideration: <div style="text-align: center;">  <hr style="width: 100%;"/> Sunita V. Cooke, Ph.D. Superintendent/President </div> |

BACKGROUND

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

STATUS

A review of edits to Board Policy 4230 – Grading and Academic Record Symbols has been completed and approved by College Council. The policy is now presented as a first read and will be presented for adoption by the board at a future meeting.

RECOMMENDATION

For information only.

Courses shall be graded using the grading system established by Title 5.

The grading system shall be published in the college catalog and made available to students.

The grading system shall include a transcript notation for credit earned through successful completion of credit for prior learning ~~examinations, experiences, or assessments~~, pursuant to standards articulated in the District's administrative procedures and approved by the faculty in the appropriate discipline for which prior learning credit is earned.

See Administrative Procedure 4230.

| | |
|---|---|
| Subject: Annual Legal Services | Attachment: None |
| Category: Information Items | Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent Action </div> |
| Institutional Goals: mcc_mission_statement.pdf (miracosta.edu) | Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 Goal 4 </div> |
| Recommend: Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources | |
| Recommended: Tim Flood Assistant Superintendent/Vice President, Administrative Services | Approved for Consideration: Sunita V. Cooke, Ph.D. Superintendent/President |

BACKGROUND

There is a need for legal counsel on a variety of subjects at the college for ongoing and potential litigation. Employment liability and tort-claim issues are generally handled by Keenan and Associates (Keenan). Individual contracts are not required for Keenan-assigned legal services. The purpose of this informational item is to provide the Board of Trustees with the updated hourly rates for the legal services contracts already established for the district.

STATUS

All current contracts for non-JPA legal services expire on June 30, 2026. The following firms agreed to a three (3)-year term with the option to renew two one (1)-year terms, for a maximum term not to exceed five (5) years. All firms are in year three (3) of the agreed-to three (3)-year term.

- Atkinson, Andelson, Loya, Ruud & Romo – general legal services, emphasis on major community college issues, employment law, investigative services.
 - Hourly Rates (*effective 07/01/2025*)
 - Senior Partners \$380
 - Partners/Senior Counsel \$355
 - Senior Associates \$330
 - Associates \$320
 - Electronic Technology Litigation Specialist \$280
 - Non-Legal Consultants \$250

- Senior Paralegals/Law Clerks \$210
 - Paralegal/Legal Assistants \$200
- Cauvel & Dacey, P.C. – general legal services, emphasis on community college issues related to construction, environmental, and land use.
 - Hourly Rates (*effective 07/01/2023*)
 - Shareholders \$275
 - Of Counsel \$250
 - Associate \$225
 - Paraprofessional \$115
 - JPD Executive Assistant \$85*
- *Not for secretarial services.
- Liebert, Cassidy, Whitmore – general legal services, emphasis on major community college issues, contract and employment law, and governing board issues.
 - Hourly rates (*effective 07/01/2025*)
 - Partner \$410
 - Senior Counsel \$355
 - Associates \$250-\$335
 - Labor Relations/HR Consultants \$280
 - Paraprofessionals \$145-\$185
- Public Agency Law Group – general legal services, emphasis on construction, real estate, and business transactions.
 - Hourly Rates (*effective 07/01/2025*)**
 - Principal \$334
 - Attorney \$286
- **Annual rate increase of 3%
- Rutan & Tucker, LLP – general services, collective bargaining, and negotiations, as well as specialized legal services in labor and employment law, which includes discrimination, wage and hour disputes, employee benefit plans, and discipline of municipal and school employees.
 - Hourly rates (*effective 07.01.2025*)
 - Partner/Senior Counsel \$375
- Tao Rossini, APC – general legal services, emphasis on school and other public facilities issues related to preparing construction and design contracts, bid documentation, litigation, alternative dispute resolution, and other matters related to public facilities and public works construction projects.
 - Hourly rates (*effective 07/01/2023*)
 - Senior Partners \$390
 - Partners/Senior Counsel \$330
 - Senior Associates \$300
 - Associates \$275
 - Paralegal \$200

The following firm has agreed to a two (2) -year term. The firm is in year two (2) of the agreed-to two (2)-year term.


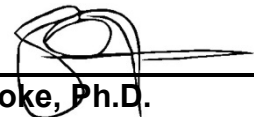
- Winet Patrick Gayer Creighton & Hanes – general legal services, emphasis on major community college issues, employment law, investigative services.
 - Hourly Rates (*effective 07/01/2025*)

- Shareholders \$345 per hour
- Associate Attorneys - \$290
- Paralegals - \$150 per hour

Note that in addition to the hourly rates cited above, the firms would be reimbursed for costs of overnight mail, copying, travel, and research services.

RECOMMENDATION

For information only.

| | |
|--|--|
| Subject: | Attachment: |
| Human Resources Update | None |
| Category: | Type of Board Consideration: |
| College-Related Reports | <div style="display: flex; justify-content: space-around;"> ✓ Information Consent Action </div> |
| Institutional Goals: | Institutional Goal Supported: |
| mcc_mission_statement.pdf (miracosta.edu) | <div style="display: flex; justify-content: space-around;"> ✓ Goal 1 ✓ Goal 2 ✓ Goal 3 ✓ Goal 4 </div> |
| Recommend: | Approved for Consideration: |
|  |  |
| Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources | Sunita V. Cooke, Ph.D. Superintendent/President |

The update below highlights the work of the Human Resources Division since its last report to the Board in January. The spring semester was particularly busy with negotiations and meet and confer sessions with all employee groups, including the Academic Associate Faculty, Faculty Assembly, Classified Administrator Association, Academic Administrator Association, Classified Senate, and Confidential Employee Association. The representatives from each employee group should be commended for their hard work, solution-oriented focus, and collegiality in the negotiations and meet and confer process. They effectively advocated for employees while also creatively solving a variety of issues impacting the college.

Recruitment and Onboarding Update (Nashona Andrade)

The recruitment team in the Human Resources (HR) Department successfully completed the recruitment of 40 new permanent employees, including 11 new full-time, tenure track faculty members and 29 classified and administrator employees. This represents countless hours of work from a variety of colleagues across the district, throughout every division, to recruit new employees to the college.

Modernizing the Recruitment Process

The recruitment team revitalized the hiring process by converting outdated paper forms to digital to be more user friendly for hiring committee members. The Job Announcement Information Form and Organization Meeting Checklists are now cloud-based for all recruitment types (Classified, Administrators, and Faculty). These digital upgrades received positive feedback from end users for accessibility and ease of use.

Strategic Recruiter Assignments

The department shifted the assignments for the recruitment team to align with specific service areas (Student Services, Instructional Services, Administrative Services, IDEA, and Human Resources). This will allow each recruiter to strengthen collaboration, streamline

communication, and provide high-touch customer service to individual departments and vice presidents in their respective service areas.

Interview Process Refresh

Through partnership with the Equal Employment Opportunity Advisory Committee (EEOAC), the recruitment team also made changes to the interview process. Prior to the pandemic, interviews were conducted almost exclusively in-person and candidates were provided 10-15 minutes to review the interview questions in advance. At the end of the interview, the committee would collect back the interview questions from candidates to ensure a fair recruitment process. When interviews transitioned to Zoom during the pandemic, the district continued to provide the interview questions to candidates in advance by sending them via email. Through feedback from committee members, the district elected to discontinue this practice for first-level interviews, which are primarily conducted via Zoom. Candidates now receive interview question categories ahead of time instead of the interview questions themselves. During the interview, questions are displayed in real-time, helping support diverse abilities and giving all candidates the time they need to respond thoughtfully.

Recruitment Videos and Hiring Committee Training

The recruitment team partnered with MaxLux Studio to create a recruitment video to professionally highlight the district's vibrant campus culture. The video will be posted on the college website, and a shorter highlight video will be shared on social media.

The recruitment team also worked to create a new Hiring Committee Training video, which will combine the training requirements for committee members and EEO representatives. This will ensure that everyone has the most up to date training and deepen the pool of employees eligible to serve as EEO representatives, while also reducing redundancy and streamlining the onboarding process for committee members.

Tech Upgrades

The recruitment team is also working on two technology-based upgrades for the department. The PageUp project will launch in July. This is a new system for the district and will enhance job postings by highlighting district programs and services, sharing employee testimonials and benefit details, and showcasing the Oceanside area – all designed to boost engagement and attract top-tier candidates.

The department is also in the middle of switching to a new advertising partner, S360, beginning July 1. The company will replace the current vendor, JobElephant. S360 has a comprehensive recruitment strategy rooted in the district's values of inclusion, diversity, equity, and accessibility ("IDEA"), ensuring we continue attracting dynamic, qualified talent.

Orientation and Onboarding Momentum

The department officially launched the Onboarding Hub to better support employees and supervisors as they welcome new employees to the college. The Onboarding Hub includes checklists and resources for both employees and supervisors, which are designed to continue throughout the first year of employment.

The department has also redesigned the orientation program for employees to be more engaging and interactive. It is a collaborative effort with active involvement from a variety of campus partners, including the Classified Senate, Foundation, Payroll, Benefits, and administration. The college has held three orientation sessions, welcoming over 40 new hires. August's orientation will spotlight our 11 new full-time faculty, in partnership with current faculty leadership. Upcoming orientation dates include August 6, October 1, and December 4.

HR Operations (Erica Balakian)

Student Worker Employment Project

The HR Operations team has been working with a variety of campus stakeholders to implement a new tiered classification structure for student workers to be effective August 1, 2025. The new structure will provide higher compensation for more experienced student workers as they progress with their education and learn new skills. With the implementation of this project, MiraCosta students will benefit from a three step pay scale, starting at \$16.50 per hour and increasing to \$20.50 per hour. Previously, students earned only minimum wage and were not eligible to earn salary increases on the salary schedule for years of service or attainment of new skills through education. Going forward, placement for salary will be based on either completion of units or prior experience as a student worker.

This project would not have been possible without the support and collaboration of multiple campus partners including Financial Aid, Career Services, International Students, Veterans, Student Services, and Student Accessibility Services. The team hosted four campus-wide Zoom sessions to update stakeholders about the changes with student worker employment. The HR Operations team is expected to have all programming updates configured in Workday to “go live” with the changes on June 23. This will allow campus partners time to begin entering staffing transactions in Workday to hire students before the fall semester. After go-live, the HR Operations team will continue to provide dedicated support as we make this transition. A variety of resources can be found on a dedicated [Sharepoint site](#).

Removing Deadnames in Workday

The HR Department has collaborated with the Rainbow Collective, the affinity group for LGBTQIA+ students and employees, to undertake an important project to update the display of names in Workday to remove deadnames—birth or legal names that are no longer used by transgender or nonbinary individuals. The system will be updated so that an employee’s chosen name will be visible on all screens and processes, including in a variety of reports accessible in the system. Using an individual’s chosen name is a fundamental act of respect and affirmation. Conversely, referring to someone by a name they no longer identify with can cause emotional harm, undermine their dignity, and compromise their privacy and safety. The work for this project aligns with the district’s Commitment Statement to create an inclusive campus environment where individuals and their diverse cultures and identities are welcomed, nurtured, and validated. It is expected that the work on this project will be completed by the end of June.

Caring Campus

The Institute for Evidence-Based Change (“IEBC”) has created Caring Campus based on research that shows students who feel more connected to their college are more likely to be retained, persist from semester to semester, and complete their academic goals. Increasing connectedness, therefore, can go a long way toward increasing the likelihood of maintaining enrollment.

Human Resources has partnered with the Classified Senate to bring a refresh to MiraCosta of the Caring Campus Initiative. On Friday, June 13, we kicked off the re-launch with an inspiring talk from Ken Sherwood, IEBC Chief Operating Officer and Vice President for Caring Campus. Over the summer, 30-40 classified professionals will continue the momentum through leadership and professional development opportunities to help embed the Caring Campus framework into the campus culture. Follow-on training sessions for classified professionals will

take place on July 11 and July 25. A wrap up session with supervisors and managers will take place on August 8.

Wellness Initiative

The HR operations team helped support a 6-week, 10K-a-Day Wellness Challenge from April 14 to May 25, 2025. There were 179 participants, with 137 of participants being registered on a team. Sixty-three participants logged activity every day of the challenge. A total of 57,915,987 steps were recorded during the Wellness Challenge!!

Special recognition is being given to Aurora Monette Iglesias, who recorded an impressive 1,704,131 steps during the challenge! Participants reported that they felt encouraged to engage in more activity, appreciated the opportunity to connect with their work colleagues, enjoyed the friendly competition and teamwork, and felt a daily sense of accomplishment. Highlights from success stories submitted are included below:

- "I feel stronger and can walk farther than when I first started. My energy has increased. I also sleep better. I would love to participate again! It was fun to have the daily tips, recipes, and attractions all in one place when I logged my steps. It's a great fitness app!" Becky Kassab
- "I've been able to consistently reach 10,000 steps (or more!) each day over the last month and a half. This community challenge has been incredibly motivating. It gave me a sense of accomplishment every single day, which positively influenced other areas of my life, including my professional work. I highly encourage all of you to give it a try! It's not just about physical well-being; it also supports your mental clarity and overall sense of balance. You've got this. Prioritize you!" Suganya Sankaranarayanan
- "This program helped me to continue my weight loss journey. Alongside other efforts, I lost about 15 pounds over the six-week period!" Crosby Cox

HR Department (Jenn Acfalle)

Employee Recognition

- Classified Appreciation week was May 19–21, 2025. The district proudly hosted four Classified Appreciation Breakfasts across each of our campuses. These special events were a heartfelt tribute to the incredible dedication, hard work, and invaluable contributions of our classified professionals. We are grateful for everything they do to champion students' success and uphold operational excellence.
- On April 18, 2025, we came together for our annual Spring Celebration of Excellence—a joyful event honoring the outstanding achievements and unwavering dedication of our faculty, classified professionals, and administrators. We proudly recognized:
 - 142 permanent faculty, staff, and administrators received milestone service pins—including Jose Jara and Ruthie Dean Figueroa, each celebrating an incredible 30 years of service!
 - 76 associate faculty for their milestone achievements, with 9 reaching the remarkable milestone of 40 semesters of service.
 - 22 retirees whose collective contributions total over 496 years of service to the district. A special shoutout to Adriana Machuca, who retired after an extraordinary 43 years of dedicated service!

Classification and Compensation

The HR Department completed an update to all employee job descriptions following a recent legislative change. SB1100 was signed into law on September 28, 2024, and made it an “unlawful employment practice to include a statement in job advertisements, postings, applications, and similar employment materials that an applicant must have a driver's license unless certain conditions are met.” The HR Department worked closely with supervisors and managers to review the requirements and updated 172 job descriptions to align with this new law.

Reclassification Requests

Each spring semester, classified professionals have the opportunity to submit a Request for Reclassification if their job duties and responsibilities have changed 25 percent or more. A Request for Reclassification is a formal process through which an employee asks for their current job classification to be reviewed and potentially changed—usually because their duties and responsibilities have evolved significantly beyond what is outlined in their existing job description. The purpose of the reclassification process is to ensure the employee’s job title and pay grade accurately reflect the scope, complexity, and level of responsibility of their work. The HR department received a total of 26 reclassification requests and 12 were accepted for further review and analysis. The review process continued over several months and ultimately 11 of the 12 eligible requests were recommended for reclassification.

New Webpage Added

In collaboration with Information Technology Services, Human Resources has created a new dedicated site for [Employment Authorization Documents \(EAD\) resources](#). The new website helps support prospective and current employees who are authorized to work in the United States under a variety of immigration statuses. Including EAD guidance ensures transparency in our hiring practices, promotes equitable access to employment, and helps individuals understand the documentation required to verify work eligibility. This reflects the district’s commitment to fostering an inclusive and welcoming workplace for employees. The site includes EAD resources, legal resources, and details about Human Resources process.

Workforce Support Initiatives for Short-Term Temporary Employees

To support employment transitions for short-term temporary employees, Human Resources partnered with the San Diego Workforce Partnership to co-host a Hiring Event held on June 18, 2025. The event is expected to have up to 30 local employers participating.

In addition to the hiring event, the San Diego Workforce Partnership conducted informational sessions to share valuable resources for individuals undergoing employment transitions. These sessions included a virtual session held on April 28, 2025, and an in-person session on May 12, 2025. Both sessions featured presentations from key organizations, including Employment Development Department, Covered California, Goodwill, and others, offering guidance and support services for those navigating changes in employment.

Benefits (Briana Schaeffer)

Open Enrollment Update for the 2025/26 Plan Year

Open Enrollment for the upcoming plan year (October 1, 2025–September 30, 2026) is scheduled to take place from August 8 through August 22, 2025. This enrollment period will be open to all benefit-eligible employees, with over 1,000 benefit eligible individuals expected to receive a Workday task prompting them to complete their benefit elections.

This year's Open Enrollment will include several key updates:

- Plan Adjustments: Slight modifications to our current medical plan offerings will be implemented to ensure we remain competitive while addressing an unanticipated rate increase.
- Health Care FSA Increase: The annual maximum contribution for the Health Care Flexible Spending Account (FSA) will increase to \$3,300.
- WABE Plan: The *Waiver of Active Benefit Enrollment (WABE)* option will be available for employees who have other medical coverage and wish to decline medical coverage from the district.

In addition, we are pleased to share that we are working in collaboration with Information Technology Services (ITS) to pilot a hybrid Open Enrollment experience for benefit-eligible retirees. Retirees will have the option to complete their enrollment either through Workday or by continuing with paper forms. This marks a significant step toward offering more self-service functionality to our retiree population in the future.

Given the scope of these changes, we are prioritizing a comprehensive communication strategy to support employees and retirees throughout the process.

Expansion of Retirement Savings Options to Align with SECURE Act 2.0

In alignment with the SECURE Act 2.0, MiraCosta College will be expanding its retirement savings plan options to offer employees greater flexibility in meeting their financial goals.

Beginning July 1, 2025, the following new plans will be added:

- Empower 457(b) Roth
- PlanMember 457(b)
- PlanMember 457(b) Roth

All three plans are scheduled to be implemented and available for employee participation by July 1, 2025, with a setup completion deadline of June 30, 2025.

These additions introduce Roth 457(b) contribution options, allowing employees to make after-tax contributions and potentially benefit from tax-free withdrawals in retirement. This change ensures the district remains compliant with evolving federal legislation while enhancing the retirement planning choices available to staff.

Payroll Department (Arlene Hernandez)

The Payroll Department is actively working on salary advancements in preparation for the 2025/26 academic year and ensuring alignment with items outlined in the recently negotiated collective bargaining agreements and working conditions manuals. These updates are a key part of payroll's planning and will support a smooth transition into the new year.

As an added resource, the Payroll Department will be sending out the **2025/26 Pay Dates and Deadlines calendar**, which will outline important payroll deadlines and processing dates throughout the year. This information will also be posted in Workday to assist departments in planning and meeting key deadlines.

Safety and Risk (Justin Crast)

The district filed notice to the San Diego County Office of Education Joint Powers Authority (“SDCOE JPA”) that it is withdrawing from its Workers’ Compensation program and joining the Protected Insurance Program for Schools and Community Colleges (“PIPS”) effective July 1, 2025. PIPS is managed by Keenan & Associates, the same insurance broker that manages the district’s property and liability program. The district is expected to save approximately \$93,000 in the first year alone and gain new services with the switch to PIPS. The current occupational health providers utilized by the district for workers’ compensation claims will continue to be available through PIPS and we do not anticipate any change to employee experience (e.g., Concentra/Akeso/Kaiser). Onboarding between the district and PIPS has commenced and training with Risk Management, Human Resources, Payroll, and Accounting will continue throughout the next few months to support the transition.

Last year, the state-required Workplace Violence Prevention Plan (“WVPP”) training and documentation was launched for the district. The initial training was delivered through Zoom meetings and in-person training. All employees will now be assigned an annual pre-recorded WVPP training through the MIST training portal and will receive notifications to take the annual training again later in the summer. In May, Cal/OSHA released minor modified guidance for the WVPP, which required an update to the WVPP and associated training to reflect the most current guidance. In addition to the pre-recorded training in MIST, Risk Management will host drop-in sessions via Zoom and in-person to allow for questions and feedback from employees related to workplace violence. The drop-in sessions will be scheduled throughout the late summer to coincide with employees returning to campus for the fall semester.

The district’s insurance broker, Keenan, is in the process of updating its Indoor Heat Illness Prevention, Outdoor Heat Illness Prevention, Bloodborne Pathogen Exposure Prevention, Wildfire Prevention and Response, Mandated Reporter: Child Abuse and Neglect, and Integrated Pest Management trainings. These revisions are due to both Cal/OSHA revised guidance and periodic updates from Keenan itself. All revised training will become available in MIST as they are updated and any employees who are assigned mandatory trainings will have access to the revised videos and materials.