



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

**REGULAR MEETING
4 P.M. – THURSDAY – NOVEMBER 20, 2025
JOHN MACDONALD BOARD ROOM
BUILDING 1000 – OCEANSIDE CAMPUS
1 BARNARD DRIVE, OCEANSIDE, CA**

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AGENDA

- I. CALL TO ORDER AND REPORT OUT FROM CLOSED SESSION**
- II. FLAG SALUTE / ROLL CALL**
- III. ACKNOWLEDGEMENT OF BROWN ACT VIOLATION AND CURE**
- IV. APPROVE MEETING MINUTES**
 - A. Board Workshop of October 9, 2025
 - B. Special Meeting/Closed Session of October 16, 2025
 - C. Regular Business Meeting of October 16, 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. Dual Enrollment
- B. Student Success and Equity Metrics

VIII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions
- B. Approve Legal Services
- C. Ratify Memorandum of Understanding 25-10 with the Faculty Assembly (Honors/Work Experience/Internship Studies)
- D. Approve Schools Excess Liability Fund (SELF) Assessment payment due to AB 218
- E. Approve Curriculum for 2026-2027 Catalog Part I
- F. Approve Purchase for FF&E for Equipment for Communication Hub, Equity Village and Student Center project (3000 Series Buildings)
- G. Ratify Purchase of Adobe Enterprise Term License Agreement (ETLA)
- H. Approve Agreements Related to National Science Foundation (NSF) Advanced Technical Education (ATE) Grants
- I. Ratify Correction to Resolution No. 4–25/26: Delegate Superintendent/President to Declare Emergency and Take Emergency Actions in Response to Elevator Repair at the Oceanside Campus Building 14 Student Services
- J. Adopt Resolution No. 6-25/26: Authorize Contract with Gubener Plastinate GmbH for Procurement of Plastinated Anatomic Specimens
- K. Adopt Resolution No. 7-25/26: Authorize Contract with Modern Campus for Integrated Software Platform Systems and Related Services
- L. Adopt Resolution No. 9-25/26 Designate Authorized Agents for Purchase Orders, Bids, and Contracts
- M. Approve Award of Special Services Agreement to TeamCivX – edit
- N. Approve Purchase for Audio-Visual Equipment for Communication Hub, Equity Village and Student Center project (3000 Series Buildings)
- O. Ratify and Approve Contracts and Purchase Orders

IX. ACTION ITEMS

- A. Establish Date and Time of Annual Organizational Board Meeting
- B. Adopt Resolution No. 5-25/26: Appoint Representatives to the Retiree Health Benefits Joint Powers Agency (JPA)
- C. Adopt Resolution No. 10-25/26: Dissolve the Irrevocable Trust Investment Board

X. SECOND READ – BOARD POLICIES (Action Required)

- A. Board Policy 3725 – Information and Communications Technology Accessibility and Acceptable Use
- B. Board Policy 5035 – Withholding of Student Records

XI. FIRST READ – BOARD POLICIES

- A. Board Policy 4070 – Course Auditing

XII. FIRST READ – ANNUAL BOARD MEETING CALENDAR

- A. 2026 Board of Trustees Meeting Schedule

XIII. INFORMATION

- A. Report Update of Emergency Declaration and Emergency Actions to Elevator Repair at the Oceanside Campus Building 14 Student Services
- B. Sunshine the MiraCosta College Academic Associate Faculty CCA/CTA/NEA Initial Proposal to the MiraCosta Community College District for the Contract to Commence July 1, 2026
- C. Sunshine the MiraCosta Community College District Initial Proposal to the MiraCosta College Academic Associate Faculty CCA/CTA/NEA for the Contract to Commence July 1, 2026
- D. First Quarter Fiscal Report (Investment and 311Q)
- E. Annual Financial and Budget Report (311 Annual)
- F. Superintendent/President Search Update

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

XV. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS







XVI. ADJOURNMENT

UPCOMING MEETINGS

4 p.m. – December 18, 2025
Board Organizational Meeting
Tentative

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: Acknowledgement of Brown Act Violation and Cure	Attachment:
Category: Information	Type of Board Consideration: <div style="text-align: center;">  Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="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

Public acknowledgment of a Brown Act compliance concern identified from the October 16, 2025, meeting and corrective action by the Board of Trustees.

STATUS

Trustee Cassar will read a prepared statement on behalf of the Board affirming compliance with the Brown Act and commitment to cease and desist from any future violations.

RECOMMENDATION

No action needed; for information only.



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING / WORKSHOP

**OCTOBER 9, 2025
(DRAFT)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in a regular meeting/workshop on Thursday, October 9, 2025, in Room 1054 on the Oceanside Campus. President Cassar called the meeting to order at 4:05 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar

Raye Clendening

Heather Conklin

Ann Crosbie

Frank Merchat (virtually)

Anna Pedroza

Jacqueline Simon

Administrators present:

Assistant Superintendent/Vice President Elba Gomez

Assistant Superintendent/Vice President Hayley Schwartzkopf

Others present:

Former Board Chair David Broad

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

None.

IV. CHANGES IN AGENDA ORDER

None.

V. STUDY SESSION ON SUPERINTENDENT/PRESIDENT HIRING PROCESS

The board discussed the following items related to the superintendent/president hiring process.

A. Review BP 2431 Superintendent/President Selection.

B. Consideration of a 2–3-member ad hoc committee.

The ad hoc committee was discussed and interest in participating was expressed by several board members. Conflict of interest was discussed, and there were some follow up questions asked.

C. RFP out to search firms on October 6, with proposals due October 20.

There was considerable discussion about a Request For Proposals (RFP) drafted by legal and our Purchasing and Contracts Department, which was sent out to search firms on October 6, with proposals due October 20.

Following the discussion, the board agreed that the RFP process would continue to move forward.

- D. A member (or members) of the ad hoc committee, the co-chair of the committee, the purchasing director, and the vice president of human resources will review proposals and make a recommendation to award the contract at the November board meeting.**
- E. Review screening and interviewing committee composition from 2014.**
Dr. David Broad, former board chair who was part of the previous ad hoc committee and co-chaired the CEO search conducted in 2014, was present, and the group reviewed screening and interviewing committee composition from 2014. Questions were asked, and some follow up information on this was requested from staff.
- F. An information item about the process will be on the October 16 open board meeting agenda and on all subsequent agendas until the position is filled.**

VI. ADJOURNMENT

The meeting adjourned at 5:49 p.m.

MINUTES APPROVAL:

Rick Cassar
Vice President

Hayley Schwartzkopf
Assistant Superintendent/Vice President



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

MINUTES OF CLOSED SESSION MEETING

**OCTOBER 16, 2025
(DRAFT)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in closed session on Thursday, October 16, 2025, in Room 1116 at the San Elijo Campus. President Rick Cassar called the meeting to order at 3:15 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar	Frank Merchat
Raye Clendening	Anna Pedroza
Heather Conklin	Jacqueline Simon
Ann Crosbie	

Administrators present:

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

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

None.

IV. DECLARE NEED FOR CLOSED SESSION

At 3:15 p.m., the board announced the need to enter closed session, along with Assistant Superintendent/Vice President Hayley Schwartzkopf, to discuss the following topics:

A. Employee Discipline/Dismissal/Release, Number of Potential Cases: 1
(Pursuant to Government Code section 54957)

B. Conference with Labor Negotiators
(Pursuant to Government Code Section 54957.6)
Agency designated representatives: Superintendent/President Sunita V. Cooke and Assistant Superintendent/Vice President of Human Resources Hayley Schwartzkopf
Employee organizations: All

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. Employee Discipline/Dismissal/Release, Number of Potential Cases: 1
(Pursuant to Government Code section 54957)

No report.

B. Conference with Labor Negotiators

(Pursuant to Government Code Section 54957.6)

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

Employee organizations: All

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

MINUTES OF REGULAR MEETING

**OCTOBER 16, 2025
(DRAFT)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, October 16, 2025, in Room 1131 on the San Elijo Campus. President Cassar called the meeting to order at 4:05 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar

Raye Clendening

Heather Conklin

Ann Crosbie

Frank Merchat

Anna Pedroza

Jackie Simon

Board members absent:

Federico Caion Demaestri (student trustee)

Administrators present:

Superintendent/President Sunny Cooke

Assistant Superintendent/Vice President Elba Gomez

Assistant Superintendent/Vice President Denée Pescarmona

Assistant Superintendent/Vice President Hayley Schwartzkopf

Assistant Superintendent/Vice President Alketa Wojcik

III. APPROVE MEETING MINUTES

A. Board Workshop of September 4, 2025

B. Special Meeting/Closed Session of September 11, 2025

C. Regular Business Meeting of September 11, 2025

By motion of Trustee Clendening, seconded by Trustee Simon, the board approved the minutes of the board workshop of September 4, 2025, and the special meeting/closed session and the regular business meeting of September 11, 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

Dr. Al Taccone, Dean of the School of Career Education and San Elijo Campus Administrator, welcomed everyone to the San Elijo Campus and highlighted the exciting activities taking place on site.

Dr. Wendy Stewart, Associate Vice President, Chief Inclusion, Diversity, Equity and Accessibility Officer, provided an update on the Equity Plan, which is presented to the board as a second read after minor changes since the board's first read. The plan has evolved to include equity in online education.

V. CHANGES IN AGENDA ORDER

None.

VI. PRESENTATIONS

A. Technology Plan Progress Update

Associate Vice President/Chief Information Systems Officer Anthony Maciel, Ed.D., provided an update on the Technology Plan, including the contributors, highlights, Futures signals, legislative mandates, IT rate of change, and next steps. The Technology Plan, adopted in November 2022, focuses on technology support strategies developed in alignment with data and trends related to the College's four institutional goals. The plan is designed to be revised annually over the next five years to assess progress toward achieving its outlined strategies and initiatives, to improve efficiencies.

It was noted that AI is one of the most disruptive technologies we've experienced. On this note, Dr. Cooke recognized Jim Sullivan and Curry Mitchell who, as part of the Academic Senate, created an AI Resolution that aligns with the college's mission, vision, and values.

The college has deployed technologies that enhance collaboration, increase communication, assist with IT cybersecurity risk mitigation, and integrate with other systems. Students and community patrons assisted in the open computer labs increased by 52 percent this last academic year. We will remain flexible, informed and responsive.

An ITS audit will take place that will reveal our strengths and areas needing improvement. Additionally, trustees hope to learn from the audit what systems we have automated versus other colleges, how many employees we have versus other colleges, and what are the challenges we face versus other colleges.

VII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions**
- B. Approve Employment Contract for Professional Expert**
- C. Ratify Memorandum of Understanding 25-07 with Academic Associate Faculty (Instructional Faculty Liaisons)**
- D. Ratify Memorandum of Understanding 25-08 with Faculty Assembly (Strong Workforce Counselor Institute)**
- E. Ratify Memorandum of Understanding 25-09 with Faculty Assembly (MH Coordinator)**
- F. Approve Reorganization of Admissions and Records**
- G. Approve Increase to Hourly Pay Rates Effective January 1, 2026**
- H. Approve Release Time for Classified Staff Recognition**

- I. Approve Revised 2026-2027 Academic Calendar**
- J. Approve 2025-2028 Student Equity Plan**
- K. Approve Purchase for Network Equipment for Communication Hub, Equity Village and Student Center Project (3000 Series Buildings)**
- L. Approve Request to Destroy Records Marked for Destruction**
- M. Ratify and Approve Contracts and Purchase Orders**

Consent Item F was pulled for discussion.

By motion of Trustee Pedroza, seconded by Trustee Simon, consent items A-E were approved.

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

By motion of Trustee Simon, seconded by Trustee Pedroza, consent items G-M were approved.

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

By motion of Trustee Pedroza, seconded by Trustee Simon, consent item F was approved.

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

VIII. ACTION ITEMS

- A. Adopt Resolution No. 4–25/26 Delegate Superintendent/President to Declare Emergency and Take Emergency Actions in Response to Elevator Repair at the Oceanside Campus Building 14 Student Services**

By motion of Trustee Clendening, seconded by Trustee Conklin, the board adopted Resolution No. 4–25/26 to delegate superintendent/president to declare emergency and take emergency actions in response to elevator repair at the Oceanside Campus Building 14, Student Services.

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

IX. SECOND READING – BOARD POLICIES (Action Required)

- A. Board Policy 3501 – Campus Security and Access**

By motion of Trustee Merchat, seconded by Trustee Simon, the board adopted Board Policy 3501.

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

X. PERIODIC REVIEW – BOARD POLICIES (Action Required)

A. Board Policy 3710 – Securing of Copyright

By motion of Trustee Merchat, seconded by Trustee Clendening, the board adopted Board Policy 3710.

Vote: 7/0/0

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

Abstentions: None

Absent: None

XI. FIRST READING – BOARD POLICIES

A. Board Policy 3725 – Information and Communications Technology Accessibility and Acceptable Use

B. Board Policy 5035 – Withholding of Student Records

New Board Policy 3725 and proposed edits to Board Policy 5035 were reviewed and discussed, and the policies will be placed on a future agenda for adoption by the board.

XII. INFORMATION ITEMS

A. Report Update of Emergency Declaration and Emergency Actions for Sinkhole at the San Elijo Campus Main Roadway

All repairs have now been completed, restoring full roadway access. The total project cost was \$224,996.28, less than half of the original \$500,000 estimate.

B. 2025 Storm Water Management Plan (SWMP) Annual Report

The 2025 Storm Water Management Plan (SWMP) Annual Report was provided as information.

C. Superintendent/President Search Update

Trustee Cassar provided an update regarding the status of the superintendent/president search. Board President Cassar and Board Vice President Clendening recommended that the board briefly hit the “pause button” on the search. That will allow the board to start the hiring process strong after legal training has been completed on ethics, conflict of interest, and open meetings and open records laws. All board members involved in the search will undergo the legally required hiring committee training as well. As this was an information item, no formal action could be taken during the meeting.

XIII. COLLEGE-RELATED REPORTS

A. Trustees Activities

Trustee Merchat attended the recent All District Webinar, and described it as a fantastic way to communicate across the campus.

Trustee Pedroza attended the women’s volleyball game and enjoyed reconnecting with former Trustee George McNeil. Following the last board meeting, she reviewed Board Policy 2510 on local decision-making and the role of the Academic Senate.

Trustees Cassar and Simon attended *The Play That Goes Wrong* at the MiraCosta Theatre and praised the outstanding performance.

Trustee Simon, along with Trustee Clendening, attended the *Gentleman's Gourmet* event, noting it as an amazing experience, including the award of \$15,000 in scholarships, the raising of an additional \$50,000, and an annual event that will be attended in future years.

Trustee Clendening attended the CSU San Marcos Advisory Committee, and she also connected with a former doctoral student, which was gratifying.

Trustees Clendening and Conklin attended the Heroes of Oceanside event and congratulated the college staff who were recognized.

Trustee Conklin shared what a privilege it was to serve as the keynote speaker at the Phi Theta Kappa Induction Ceremony, noting she is a proud PTK member.

Trustees Conklin and Crosbie attended the North County LGBTQ Resource Center Gala, describing it as a joyful and lighthearted event.

B. Student Trustee

Student Trustee Federico Caion Demaestri was not in attendance; no report provided.

C. Classified Employees

Classified Senate (CS) President Carl Banks thanked the board for approving the release time for classified professionals to attend the year-end celebration.

Classified Senate has been supporting the College Council Governance Survey to engage classified professionals, providing opportunities for involvement and feedback in the shared governance process.

Banks expressed excitement about the Educational Futures Plan, and he has enjoyed contributing to those discussions.

Banks shared that a vacated senator position has recently been filled by Dulce Gangani from the Library.

In November, the Classified Senate will be releasing a survey to gauge the perspectives of classified professionals across the district.

Work continues to update Gold Circle membership and ensuring everyone knows how to access their benefits.

D. Faculty

Academic Senate (AS) President Curry Mitchell reported on September 26, multiple committees, including the Online Educators, Diversity, Equity and Cultural Competency, and Professional Development Committees, collaborated to host a full day of Flex workshops via Zoom with a strong turnout. It featured panel discussions, hands-on workshops, and student voices on topics such as online learning and artificial intelligence. The day centered on growth in teaching, learning, and collegiality, and it showed the value of offering continuous Flex opportunities, and not just during flex week.

On October 10, faculty members Zulema Diaz, Israel Pastrana, and Ronda Welch-Scalo, in collaboration with multiple departments and the Office of IDEA, hosted the

Indigenous Peoples Day Symposium. The event focused on storytelling through diverse linguistic and cultural mediums, moving beyond traditional land acknowledgments to build community with local Indigenous peoples. Both events, organized outside of formally designated Flex days, demonstrated the value of sustaining professional development throughout the semester.

The AS continues to work with the administration to seek clarity from the Chancellor's Office on integrating Flex activities into the academic calendar.

In ongoing work, the Academic Senate is focusing on student-centered scheduling practices. At the upcoming meeting, Jim Julius will lead a discussion on effective online class design and student feedback. Upcoming senate meetings will also include review of full-time faculty hiring requests, salary advancement applications, and curriculum packets.

Looking ahead, a MiraCosta team will attend the ASCCC Fall Plenary Conference in La Jolla in early November.

As the semester reaches Week 9, faculty are emphasizing learning as a process—encouraging students to focus not just on productivity, but on practices that support sustained growth, reflection, and understanding.

E. Assistant Superintendents/Vice Presidents

1. Instructional Services

Assistant Superintendent/Vice President Pescarmona reported spring schedule went live in SURF, with registration opening on November 3.

Enrollment is up 5 percent in headcount and 3.5 percent in FTES for the fall semester, with particularly strong enrollments in the second 8-week classes.

The Educational Planning Taskforce hosted its first campus forum to engage the community around key themes identified through taskforce discussions and input gathered during All College Day. The next forum is scheduled for October 30.

On October 13, MiraCosta celebrated the signing of a Memorandum of Understanding with National University, expanding access and affordability for students and employees alike. The partnership offers tuition rebates for MiraCosta transfer students and tuition reductions for employees pursuing advanced degrees. A similar partnership agreement with Arizona State University (ASU) is also forthcoming, allowing students completing the ASU MyPath Transfer plan to qualify for in-state tuition rates at ASU.

Computer Studies Instructor Rick White and Vice President Pescarmona will co-present at the Chief Instructional Officers Conference, focusing on leading and utilizing artificial intelligence in ethical and equity-minded ways.

Finally, the BioScience Hub was awarded two National Science Foundation grants totaling just under \$2 million to support professional development and student internships in biotechnology.

2. Student Services

Assistant Superintendent/Vice President Wojcik submitted a written report. Additionally, an important update was shared about the Student Services Division Retreat held on October 3, which involved more than 150 participants from every Student Services department. The retreat centered on the book *From Equity Talk to Equity Walk*—adapted locally as *From Equity Talk to Equity in Action*. The focus was on understanding that race and racism are endemic to higher education and addressing these issues directly to close equity gaps.

Each department was tasked with identifying specific actions to address racial inequities and remove barriers affecting students. The retreat marked the beginning of an ongoing process; departments will continue refining their action plans throughout the semester through follow-up discussions and collaborative work.

3. Administrative Services

Assistant Superintendent/Vice President Gomez reported the mid-year budget review will focus on aligning expenditures with institutional priorities. The Fiscal Services Department will request that all departments evaluate their current spending to identify potential cost savings as planning begins for the next fiscal year. In addition, staff are developing multi-year budget projections to support long-term financial planning.

Facilities updates indicate that the solar energy projects remain on schedule, with anticipated completion by December and full operational readiness expected by spring 2026. Construction of the new Building 3000 is also proceeding on time, with the structure beginning to take shape.

For professional development, staff will participate in the ACBO (Association of Chief Business Officials) conference to deepen their understanding of community college fiscal operations and cost management. Later in October, representatives will also attend the EDUCAUSE Conference in Nashville to explore innovations in higher education technology and bring forward best practices and new ideas.

College Police has joined the New Student Orientation and Onboarding Program, with Chief Valencia Saadat participating and sharing insights about the department's role and support services, helping new students become familiar with campus safety resources

4. Human Resources

Assistant Superintendent/Vice President Schwartzkopf welcomed Regina Nicholas, who joined the team as a Senior Human Resources Technician and is currently backfilling for Holly Walker, who is serving as Interim HR Supervisor.

The division continued progress on the Classification and Compensation Study, with the draft Request for Proposals (RFP) in development and anticipated to go before the Board of Trustees in March 2026.

The Walktober Challenge is well underway, creating lively engagement and friendly competition across departments. Employees have been enthusiastically comparing step counts and celebrating progress toward wellness goals.

A special thanks was extended to the Benefits Team, led by Briana Schaeffer, for launching the new Benefits Hub. This beautifully designed resource provides employees with accessible, tailored benefits information and demonstrates the team's dedication to employee well-being and communication.

Currently, 34 active recruitments and 16 pending recruitments are underway, not including the upcoming full-time faculty searches. The HR team continues to note evolving trends in recruitment, particularly around the use of AI, while addressing ongoing challenges such as incomplete application submissions.

The division also advanced its "Deadnaming Project" in Workday, ensuring that employees' chosen names are reflected throughout the system. This initiative was extended to other platforms, including PageUp and the People Admin applicant tracking system for recruitment, reinforcing the district's commitment to inclusion and respect.

Schwartzkopf noted the draft of the RFP for the class and comp study is being developed and will come to the board for approval at a future meeting.

F. Superintendent/President

Superintendent/President Cooke shared how it was inspiring to watch Trustee Conklin speak at the Phi Theta Kappa Induction Ceremony and share her story as a former regional governor—thank you for reminding us of the lasting impact of the PTK pillars, scholarship, leadership, service, and fellowship.

At the Heroes of Oceanside event, Dr. Tina Ngo Bartel and Dr. Yvette Duncan were recognized for their outstanding contributions. Dr. Ngo Bartel was honored for her exceptional work leading the Center for Labor Market Excellence (COE) for our region, with Dr. Duncan honored for her leadership in addressing the regional nursing shortage. MiraCosta College was also named Partner of the Year, a testament to the College's continued community impact.

Dr. Cooke gave a huge thanks to the Advancement Team for preparing for tomorrow's Community Leaders Breakfast, a dynamic event focused on strengthening community partnerships.

During the Administrator's Retreat, Carissa Chavez was celebrated for her work in ensuring graduates at TCI receive vital resources and support. Carissa embodies the spirit of Caring Campus.

Additional acts of care stood out this month: College Police Intern Ella Wargo, who quickly alerted College Police when she noticed a man in distress, Sergeant Bobby Sterling, who provided assistance to the individual, and faculty member Jim Sullivan, who assisted an individual to Health Services. The President acknowledged this is an important reminder of how small acts of care make a big difference.

Earlier this week, the Administrators Committee held a retreat focused on [Resilient by Design](#), exploring topics such as conflict resolution, change management, and maintaining morale. Panelists shared insights and strategies, and Vice Pescarmona Denée Pescarmona led an engaging, hands-on session on the use of AI to address challenges and build innovative solutions.

XIV. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

None.



XV. ADJOURNMENT

The meeting adjourned at 6:04 p.m.

MINUTES APPROVAL:

Rick Cassar
President

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

Subject:	Attachment:
Dual Enrollment Update	Dual Enrollment Slide Presentation
Category:	Type of Board Consideration:
Presentations	<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>
Recommended:	Approved for Consideration:
 <hr/> Kristina Denée Pescarmona Assistant Superintendent/Vice President, Instructional Services	 <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

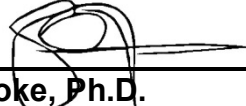
MiraCosta College has CCAP and Non-CCAP dual enrollment agreements with Oceanside Unified School District, Carlsbad Unified School District, and San Dieguito Union High School District. The term “dual enrollment” refers to an arrangement where students are enrolled in courses that count for both high school and college credit. These programs are also called “dual credit” or “concurrent enrollment.” At its core, dual enrollment allows students to progress to their next academic or career journey while still in high school.

STATUS

Dean Zhenya Lindstrom will provide a presentation to the board on MiraCosta College’s dual enrollment program, including access and success data, program goals, partnership updates, and program updates.

RECOMMENDATION

For information only.

Subject:	Attachment:
Report on Student Success Metrics	<u>Student Success Metrics Presentation</u>
Category:	Type of Board Consideration:
Presentations	<div> <div>✓</div> <div>Information</div> <div>Consent</div> <div>Action</div> </div>
Institutional Goals:	Institutional Goal Supported:
<u>mcc_mission_statement.pdf (miracosta.edu)</u>	<div> <div>✓</div> <div>Goal 1</div> <div>✓</div> <div>Goal 2</div> <div>✓</div> <div>Goal 3</div> <div>Goal 4</div> </div>
	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

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

Research, Planning, and Institutional Effectiveness Dean Chris Tarman will present the most recent metrics, trends, and analyses from the leading and lagging indicators for College's first-time-in-college cohorts in the Guided Pathways Dashboard.

RECOMMENDATION

For information only.

Subject: Ratify Recommendations of Superintendent/President in Approving Personnel Actions	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 checked="" type="checkbox"/> Goal 4 <input checked="" type="checkbox"/>
Recommended:  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 academic administrator, Al Taccone, Dean, Instructional Services, position P-00435, effective December 24, 2025.
2. Employment of regular classified administrator Caitlin Frank, Director of Title IX and Inclusive Practices, position P-13452, classified administrator salary range CM-15, step 2, \$13,283.83 per month, full-time, 12 months per year, effective November 17, 2025. Caitlin was selected through an open recruitment process.
3. Employment of the following classified employees:

Brandon Gill, Custodian, position P-00132, salary range 10, step 1, \$4,413.08 per month, full-time, 12 months per year, effective November 6, 2025. Brandon was selected through an open recruitment process.

Clason Gore, Locker Room Safety Assistant, Athletics and Intramurals, position P-00632, salary range 9, step 1, \$1,285.73 per month, 12 hours per week, 10 months per year, effective November 17, 2025. Clason was selected through an open recruitment process.

Ann Hutsell, Student Services Specialist, Student Accessibility Services, position P-13132, salary range 21, step 1, \$2,728.50 per month, 18 hours per week, 12 months per year, effective October 14, 2025. Ann was selected through an open recruitment process.

Lourdes Jurado, Custodian, position P-00121, salary range 10, step 1, \$4,413.08 per month, full-time, 12 months per year, effective November 4, 2025. Lourdes was selected through an open recruitment process.

Kayla Lauriano, College Health Nurse, Health Services, position P-00105, salary range 28, step 1, \$2,225.90 per month, 12 hours per week, 10 months spread over 12 months per year, effective November 3, 2025. Kayla was selected through an open recruitment process.

Anarosa Magdaleno, Custodian, position P-00130, salary range 10, step 1, \$4,413.08 per month, full-time, 12 months per year, effective November 4, 2025. Anarosa was selected through an open recruitment process.

Emiliano Ventura, Custodian, position P-00126, salary range 10, step 1, \$4,414.08 per month, full-time, 12 months per year, effective November 5, 2025. Emiliana was selected through an open recruitment process.

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

Kristin Bebout, Administrative Assistant to the Dean, position P-00028, has accepted the position of Career Education Grants Coordinator, position P-13130, salary range 26, step 5, LY8 \$8,973.58 per month, full-time, 12 months per year, effective October 6, 2025. Kristin was selected through an open recruitment process.

Julia Rothe, Business Systems Analyst, ITS, position P-11377, has accepted the position of Business Systems Analyst, Instructional Services, position P-00343, salary range 30, step 2, \$8,293.91 per month, full-time, 12 months per year, effective November 3, 2025. Julia was selected through the lateral transfer process.

5. Temporary reclassification per Section H.5.0, Classified Senate Employee Manual, for classified employee Karrisa Vasquez, Police Dispatcher/Records Technician, Police Administrative, position P-00306, will serve as Interim Manager, Police Operations, classified salary range 36, step 5, longevity year L-11, \$12,404.17 per month, full-time, effective December 11, 2025–January 2, 2026.

6. Temporary change of assignment for classified employees:

Kandyce Balser, Human Resources Assistant, Benefits, position P-12646, will increase in hours from 18 to 24 hours per week, effective January 1, 2026–June 30, 2026.

Sonia Martinez, Admissions and Records Technician, Admissions and Records, position P-06175, will continue to increase hours from 16 to 40 hours per week, effective October 31, 2025–December 31, 2025.

7. In accordance with Board Policy 7345, employee 07334635 requests a waiver to the limitation on how much of their available sick leave can be used for personal necessity leave as the employee will exhaust the personal necessity allowance for the 2025/26 fiscal year. Pursuant to the Classified Senate WCM, classified employees may use up to seven days of earned sick leave per fiscal year for the purpose of personal necessity leave.

8. In accordance with Administrative Procedure 7347, employee 07226864 requests a reduced work schedule from 40 to 30 hours per week for parental leave, effective October 13, 2025–December 23, 2025.

9. Employee 07152301 requests catastrophic leave donations in accordance with Board Policy 7345. Donations are needed, as the employee will exhaust all paid leave entitlements. The employee will need approximately 72 hours to remain in full paid status through December 13, 2025.
10. In accordance with Administrative Procedure 7211.2.III, the individuals identified below have provided sufficient evidence of experience and/or education equivalent to the minimum qualifications established by the district to teach in the disciplines listed:

Maria Luiza “Malu” Dantas – ESL (Noncredit)
 Doreen Ewert – ESL (Credit)
 Tina Gov – Counseling
 Richi Kroupa – Foreign Languages - Japanese
 Joe Marlett – Media Production
 Elizabeth Rooklidge - Art
 Mariana Silva – ESL (Credit)
 Katrina Tamura – ESL (Credit)
 Bekkah Walker – Earth Science

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

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

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

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

11. Employment of the following associate faculty members for the 2025 fall sessions and 2026 spring sessions, payable in accordance with the Collective Bargaining Agreement for Academic Associate Faculty:

Malu	Dantas	English as a Second Language, NC
Matthew	Fatino	Horticulture
Selena	Cofinco	Noncredit, General
Lauren	DePaul Trumbach	Psychology
Bridget	Herrin	Psychology
Lauren	McKinley	Psychology
Heather	Nunn	Theatre & Film

12. Request approval of the following apprentices, short-term employees, substitute employees, and professional experts in accordance with Education Code 88003. Short-term and substitute employees will be employed and paid less than 75 percent of the college year:

Instructional Services							
Last Name	First Name	Job Title	Assignment	Department	Pay Rate	Start Date	End Date
Hunt	Jessica	Apprentice I	Apprentice	Child Development Center	\$17.00/hr	1/5/26	5/31/26
Mueller	Curtis	Theater & Production Aide III	Short-term	Dance	\$20.50/hr	11/21/25	6/30/26
Chamberlin	Erika	Art Model	Professional Expert	Noncredit, General	\$30.00/hr	10/20/25	6/30/26
Quivey	Amanda	Theater & Production Aide II	Short-term	Theatre & Film	\$18.50/hr	11/21/25	6/30/26
Student Services							
Last Name	First Name	Job Title	Assignment	Department	Pay Rate	Start Date	End Date
Ceja	Leonel	Assistant Athletic Trainer, Hourly	Short-term	Athletics & Intramurals	\$38.14/hr	11/21/25	12/13/25
Cuellar	Alina	Financial Aid Technician, Hourly	Short-term	Financial Aid & Scholarships	\$37.06/hr	11/21/25	6/30/26
Brazel	Jessica	College Health Nurse, Hourly	Substitute	Health Services	\$42.81/hr	10/24/25	6/30/26
Macadang	Michael	College Health Nurse, Hourly	Substitute	Health Services	\$42.81/hr	10/22/25	6/30/26

RECOMMENDATION

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

Subject:	Attachment:
Approve 2025/26 Legal Services	None
Category:	Type of Board Consideration:
Consent Items	<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>
Recommended:	Approved for Consideration:
<hr style="border: 0; border-top: 1px solid black; margin: 0;"/> Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources	<hr style="border: 0; border-top: 1px solid black; margin: 0;"/> 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 the San Diego County Office of Education Risk Management Joint Powers Authority (JPA). Individual contracts are not required for JPA-assigned legal services. Individual contracts are required for non-JPA-assigned legal services.

STATUS

In order to have board-approved legal counsel for non-JPA-assigned legal services on call, it is necessary for the Board of Trustees to approve legal services for the 2025/26 fiscal year. McDougal has 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.

- McDougal Boehmer Foley Lyon Mitchell & Erickson - general legal services, emphasis on major community college issues, contract and employment law, and governing board issues.
 - Hourly rates (*effective 07/01/2025*)
 - Partner/Principal (Non-Mandated – General Services) \$305
 - Partner/Principal (Mandated Services)* \$225
 - Attorney (Non-Mandated - General Services) \$305
 - Attorney (Mandated Services)* \$225
 - Paralegal \$125
 - Law Clerk \$115
 - Telephone Consultation** \$305
 - Court Litigation \$305
 - Administrative Proceedings \$305
 - Travel (Portal-to-Portal) \$225

▪ Attendance at Board Meetings (including closed session)	\$305
▪ Cost for fax transmission/receiving	\$0
▪ Cost for printing/duplication (in-house)	\$0
▪ Cost for printing/duplication (off-site)	Vendor's Cost
○ Hourly rates (<i>effective 07/01/2026</i>)	
▪ Partner/Principal (Non-Mandated – General Services)	\$310
○ Partner/Principal (Mandated Services)*	\$230
▪ Attorney (Non-Mandated - General Services)	\$310
○ Attorney (Mandated Services)*	\$230
▪ Paralegal	\$125
▪ Law Clerk	\$115
▪ Telephone Consultation**	\$310
▪ Court Litigation	\$310
▪ Administrative Proceedings	\$310
▪ Travel (Portal-to-Portal)	\$230
▪ Attendance at Board Meetings (including closed session)	\$310
▪ Cost for fax transmission/receiving	\$0
▪ Cost for printing/duplication (in-house)	\$0
▪ Cost for printing/duplication (off-site)	Vendor's Cost
○ Hourly rates (<i>effective 07/01/2027</i>)	
▪ Partner/Principal (Non-Mandated – General Services)	\$315
○ Partner/Principal (Mandated Services)*	\$235
▪ Attorney (Non-Mandated - General Services)	\$315
○ Attorney (Mandated Services)*	\$235
▪ Paralegal	\$125
▪ Law Clerk	\$115
▪ Telephone Consultation**	\$315
▪ Court Litigation	\$315
▪ Administrative Proceedings	\$315
▪ Travel (Portal-to-Portal)	\$235
▪ Attendance at Board Meetings (including closed session)	\$310
▪ Cost for fax transmission/receiving	\$0
▪ Cost for printing/duplication (in-house)	\$0
▪ Cost for printing/duplication (off-site)	Vendor's Cost

*For mandated cost matters, McDougal Boehmer Foley Lyon Mitchell & Erickson charge a significantly discounted rate that is offset by mandated reimbursements available from the State.

**No charge for telephone consultation with District administrators on non-mandated cost matters lasting less than 15 minutes.

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

RECOMMENDATION

Approve 2025/26 legal services, as stated.

Subject: Ratify Memorandum of Understanding 25-10 with the Faculty Assembly (Honors/Work Experience/Internship Studies)	Attachment: Memorandum of Understanding 25-10 with the 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>
Recommended: <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

During the spring of 2025, the District and Faculty Assembly negotiated changes to section C.11.0 in the Faculty Assembly Agreement regarding compensation for faculty teaching honors contracts, work experience, and internship classes. Subsequently, the District and Assembly have agreed to clarify and modify some of the language included in this section as reflected in the attached Memorandum of Understanding ("MOU").

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 MOU.

RECOMMENDATION

Ratify Memorandum of Understanding 25-10 between MiraCosta Community College District and the MiraCosta Community College District Faculty Assembly, as stated.



MOU between the
MiraCosta Community College District and
MiraCosta Community College District – Faculty Assembly
25-10

This MOU modifies the terms of section C.11.0 of the 2025-2028 Faculty Assembly collective bargaining agreement as specified below:

The District and the Assembly hereby agree as follows:

- 1) Section C.11.0 under “Work Experience, Internships and Honors Contracts” will be revised as follows:

- **~~Work Experience, Internships and Honors Contracts~~**

Faculty teaching ~~work experience, internship classes, and~~ honors contracts shall be compensated for 7.50 hours per student upon completion at the end of the term, paid at the applicable non-contractual hourly rate, and upon approval by the appropriate dean and vice president.

A maximum of seven (7) honors contracts may be accepted per faculty member per semester, unless an exception is granted by the appropriate vice president. If the faculty member conducted work on an honors contract for a student who subsequently dropped, they will notify the appropriate dean and vice president and submit hours worked (not to exceed 7.5).

- **Work Experience and Internships**

Faculty teaching work experience and internship classes shall be compensated for 7.50 hours per student enrolled at census, paid at the applicable non-contractual hourly rate (0.227 non-contractual LHE).

- 2) The agreement outlined in this MOU shall be incorporated into any update to the 2025–2028 Faculty Assembly collective bargaining agreement during the agreement’s term.

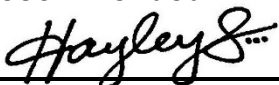
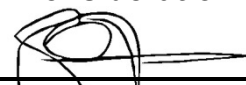
This agreement will become effective upon approval. It shall expire on June 30, 2028.

Sunita V. Cooke, Ph.D.

Mary Gross, M.S.

Signature	Date
Superintendent/President	
MiraCosta Community College District	

Signature	Date
President	
MCCD Faculty Assembly	

Subject: Approve Schools Excess Liability Fund (SELF) Assessment Payment Due to AB 218	Attachment: AB 218 Revived Liability Invoice AB 218 Revived Liability Supplemental Information
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/> Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Board Policy 6540 requires the district to secure insurance coverage for Property and Liability insurance coverage. In accordance with Government Code §6500 and the California Tort Claims Act, the district may join a Joint Powers Authority (“JPA”) that provides self-insurance claims administration. The Schools Excess Liability Fund (“SELF”) is a statewide JPA consortium of K-12 and community college districts which provides excess layer of coverage. The district was a member of SELF from 1986 to 2024, when it joined the Schools Association for Excess Risk (“SAFER”) JPA present.

Assembly Bill 218 (aka the “California Child Victims Act”) extended the statute of limitations for filing childhood sexual assault or molestation claims, including retroactively allowing the filing of litigation against public educational agencies for these claims for any past event during a three-year revival window from January 1, 2020, through December 31, 2022. Although the revival window has been closed, the law also permanently extended the statute of limitations for claims to age 40 or within 5 years of discovery, whichever is later. As a result, more claims have been filed after the revival window was closed.

SELF is owned and managed by its member school districts and community colleges. Each member shares the fiscal impacts of retroactive laws such as AB 218. Former members who left SELF, including the district, are still legally responsible for the fiscal impacts related to the years they were a member. Even though the district has not had any claims made against it under AB 218, it still has legal responsibility as a member of SELF during the impacted years.

As of February 28, 2025, 442 claims have been filed against SELF under AB 218 legislation, including 228 after the revival window closed. Most claims impact years 1986 to 2008. Prior to AB 218, these older years were considered “closed” by the SELF Board and funds were

returned to member districts either directly or via rate credits. At the time, no one realized a retroactive law would reopen those claims years.

Due to claims filed related to AB 218, SELF had several years between 1986 and 2008, became underfunded. The SELF Board authorized an AB 218 Revived Liability Funding Plan to protect its member institutions from impact from this retroactive exposure. If SELF were at a deficit or not funded for these years, member institutions could bear the full financial liability for any claims made against them.

SELF has issued previous assessments in 2020, 2021, and 2023. The assessments are based on pro-rata share of liabilities, depending on a member institution's number of full-time equivalent students and whether they are a K-12 or community college. The district's assigned rate is lower than K-12 schools because as a community college, it has a lower risk of claims by having fewer minors than a K-12 district. SELF has issued a new assessment for 2025 and indicated there could be future assessments as well.

Although more future assessments are possible from SELF, the district has limited its exposure by leaving SELF and joining SAFER in 2024. There is no expectation for similar assessments to be made by SAFER, and the district reduces potential exposure to underfunding in future years by SELF.

STATUS

SELF's new assessment for 2025/26 is \$231,177.64. There are two potential options for payment, including the option to pay half before December 31, 2025, and the remaining half before December 31, 2026. The second option is to pay the full amount before December 31, 2025, and receive a 3 percent discount, which would bring the total down to \$224,242.31. This assessment is meant to keep SELF's funding healthy through 2026; another assessment is possible in 2027.

This assessment's year-by-year breakdown is below:

Fiscal Year	Pro Rata Total
1995/1996	\$18,751.38
1996/1997	\$40,481.93
1997/1998	\$31,079.51
1998/1999	\$26,946.66
1999/2000	\$11,931.24
2000/2001	\$23,964.32
2001/2002	\$15,430.80
2002/2003	\$22,278.51
2003/2004	\$5,127.47
2004/2005	\$25,966.82
2005/2006	\$8,717.66
2007/2008	\$501.34
Subtotal	\$231,177.64
3% Discount	(\$6,935.33)
Due by 12/31/25	\$224,242.31

The district has budgeted for these assessments in its regular insurance fund, and the full amount can be paid without subsequent budget transfer.

RECOMMENDATION

Approve Schools Excess Liability Fund Assessment Payment of \$224,242.31 due to AB 218.

Attachment: AB 218 Revived Liability Invoice

Fiscal Year	SELF ID	District/Agency Name	Pro Rata % ²	ADA/FTES ¹	Pro Rata Total
1995/1996	3768247	Mira Costa College	0.07830%	6,159	\$18,751.38
1996/1997		Mira Costa College	0.07777%	6,088	\$40,481.93
1997/1998		Mira Costa College	0.08044%	5,791	\$31,079.51
1998/1999		Mira Costa College	0.07963%	5,925	\$26,946.66
1999/2000		Mira Costa College	0.07501%	5,612	\$11,931.24
2000/2001		Mira Costa College	0.07788%	5,985	\$23,964.32
2001/2002		Mira Costa College	0.08807%	6,220	\$15,430.80
2002/2003		Mira Costa College	0.08950%	6,427	\$22,278.51
2003/2004		Mira Costa College	0.09285%	6,930	\$5,127.47
2004/2005		Mira Costa College	0.13125%	8,141	\$25,966.82
2005/2006		Mira Costa College	0.12310%	7,101	\$8,717.66
2007/2008		Mira Costa College	0.10763%	7,821	\$501.34
INVOICE #	AB218_3768247-A4	Subtotal:			\$231,177.64
		Less any credits or prior payments:			\$0.00
		Remaining:			\$231,177.64
		Option 1 - Two installments – 50% in 2025/26 and 50% in 2026/27:			
		Installment 1 due by 12/31/2025:			\$115,588.82
		Installment 2 due by 12/31/2026:			\$115,588.82
		or Option 2 - Pay remaining AB 218 amount by 12/31/2025 with 3% discount:			
		Discount:			\$6,935.33
		Due by 12/31/2025:			\$224,242.31

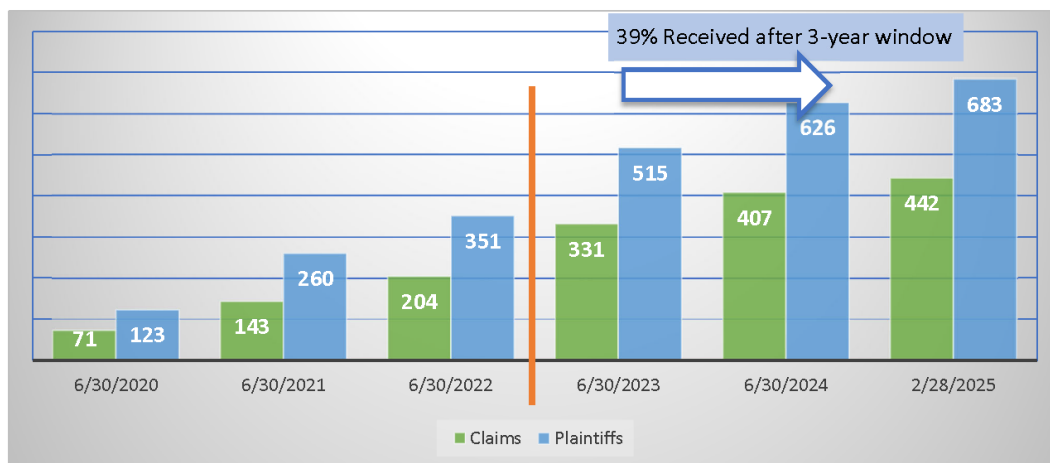


May 2025

Dear SELF Member,

We have created this document as supplemental information accompanying the AB 218 invoice your district/JPA has received. The AB 218 funding plan is an assessment of SELF's current and past members to fund the retroactive liability exposures brought on through the California legislature's enactment of AB 218 and signed into law effective January 1, 2020.

Claims filed against SELF members by date received

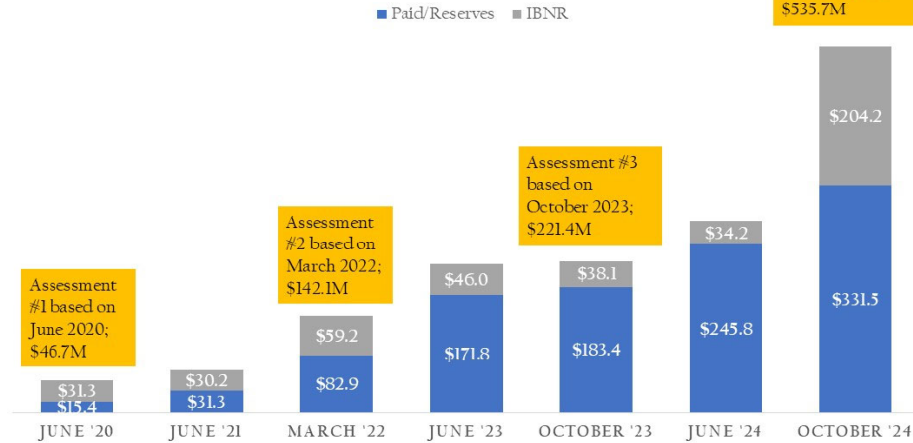


The following chart outlines the financial and actuarial history of the liabilities created by AB 218 since the law took effect January 1, 2020, and the resulting assessments declared by the SELF Board to meet those exposures.



Financial/Actuarial History

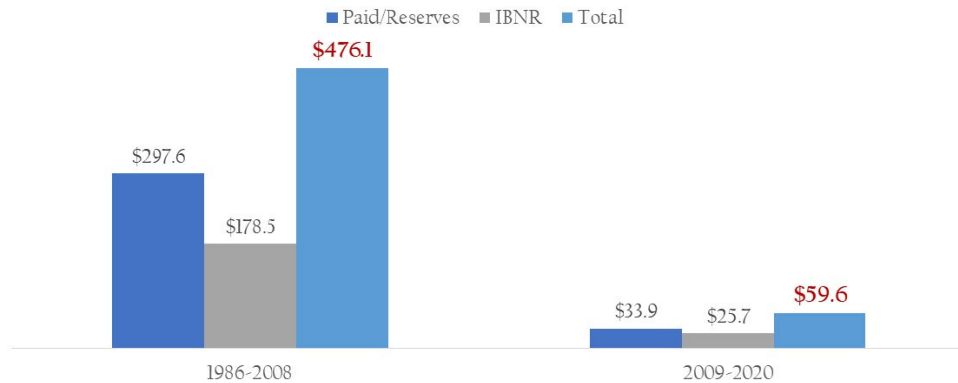
CSA ALL YEARS
1986-2020 (INCURRED 1/1/20 AND AFTER)



The focus of this invoice is on the period of 1986-2008. SELF membership averaged 5.75M students in this period and member districts largely attached at \$1M, as opposed to \$5M thereafter, significantly increasing district liabilities through the SELF program.

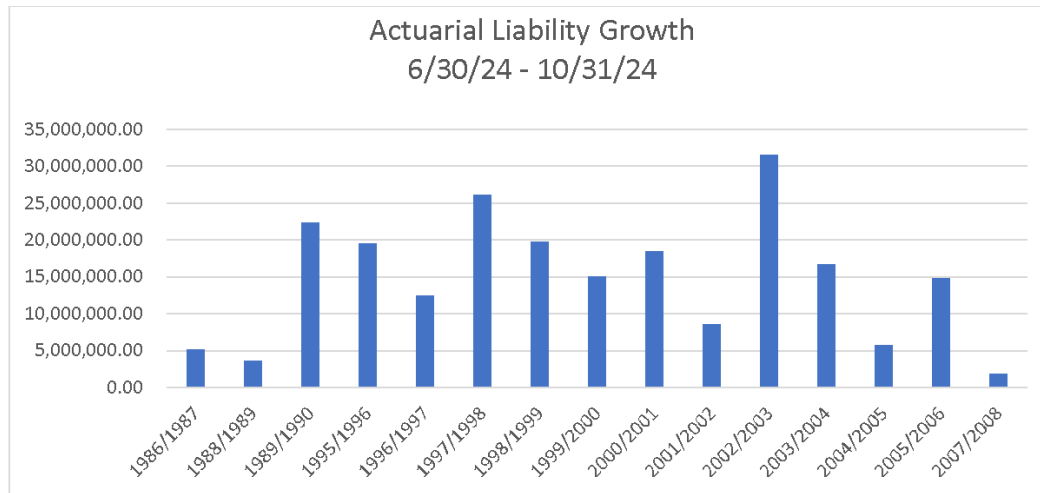
CSA Claims- Paid/Reserves and IBNR after 1/1/20 only

Exposure Estimate to SELF (in Millions) based on 10/31/24 Actuarial





The chart below depicts the actuarial liability growth between the 6/30/24 report and the 10/31/24 report in the years impacted (1986-2008) by this most current invoice.



It is important to remember three things as we move through this funding and claim settlement period.

1. This assessment is based on known data as of 10/31/24.
2. While the focus has been the three-year retroactive filing period, this law also moved the statute of limitations from age 26 to age 40. Therefore, only individuals over the age of 40 were excluded from filing claims after 12/31/22.
3. Number 2 is the reason you see continued growth in claims after 12/31/22. Many districts may continue to receive claims going back to the early 2000s, or even earlier, depending on the age of the victim at the time of the alleged abuse.

We will continue to produce an AB218 annual report as we process the influx of claims districts are receiving. The next annual report will be published at the end of calendar year 2025.

For additional supplemental information we refer you to the following documents attached here or accessible via link:

- AB 218 FAQ
- SELF's AB 218 Annual Report -2023/2024
- Member Equity Report





FAQ – AB 218 Revived Liability Funding Plan

<p>What is SELF?</p>	<p>SELF is a not-for-profit Joint Powers Authority (<i>JPA</i>) dedicated to public schools’ catastrophic liability coverage needs. The formation of the JPA in 1986 during a nationwide insurance crisis allowed public educational agencies to join together for the purpose of pooled risk sharing (or “self-insuring”) for excess liability risks.</p> <p>SELF provides excess liability coverage to its members beyond the primary coverage they purchase from an underlying JPA or a commercial carrier, covering claims that exceed \$1 million or \$5 million. SELF has offered coverage limits from \$10 million per member in the early years to \$55 million per member currently.</p> <p>Excess liability coverage is designed to handle the truly catastrophic claims, such as serious injuries involving traumatic brain injury, fatalities or cases of sexual assault and molestation (SAM), particularly where there have been multiple victims involved.</p>
<p>What is AB 218?</p>	<p>AB 218, or the California Child Victims Act, was authored by then Assembly Member Lorena Gonzalez, D-San Diego and signed into law effective January 1, 2020.</p> <p>AB 218 has multiple implications for CA educational agencies, it:</p> <ul style="list-style-type: none"> • Opened a three-year revival period, during which a claim for childhood sexual assault could be filed from any point in the past. This window closed 12/31/22 for persons over the age of 40. • Extends the general statute of limitations in which to file a claim going forward from age 26 to age 40 (once the revival period closed). • Deleted the requirement of filing a government tort claim. • Significantly broadened the type of misconduct the law covers by changing the term “abuse” to “assault” as defined under the Penal code.



Why am I receiving this?	Your public educational agency was a member of SELF's Excess Liability Program during at least one of the prior coverage years affected. By joining SELF, as with all Joint Powers Authorities, members agree to pay contributions set by the SELF Board in exchange for coverage to fund liabilities. Those include liabilities retroactively imposed by law, such as the law the California Legislature enacted in this case.
Why is this necessary?	JPA's such as SELF hold school district funds in reserve based on actuarial science. Actuaries only forecast liabilities based on current state law, so we would not hold funds belonging to school districts or forecast losses that do not legally exist at the time. This retroactive unfunded mandate on schools has necessitated, in turn, a retroactive funding solution based on this law.
How was the assessment calculated?	Utilizing our independent actuarial analysis, SELF developed per-year funding amounts calculated as a pro-rata share of your original contributions in the effected years.
Which years are being impacted?	Currently SELF has childhood sexual assault claims in every program year from 1986/87 to 2019/20. The majority of the fiscal impact remains in the period of 1986 to 2008 when SELF's membership was at its largest. The fourth assessment is for the following years: 1986/87, 1988/89, 1989/90, 1995/96–2005/06 and 2007/08.
Where did SELF get the ADA that is on my invoice?	This is the original Lottery ADA your district was billed on for the original SELF coverage in that historic year. This is also your districts proportional share for any given year.
How is my invoice calculated?	The charge that you see for a given year on your assessment invoice is based upon your original contribution to SELF from that historic year as your proportional share of that year's declared deficit. That formula is outlined in the governing documents and was created by the districts that founded SELF to ensure that if an assessment were ever necessary, it would be as fair as possible to all those in the pool.
What's ahead?	Due to the volume of claims, we are advising all members to plan for this to be an annual expense until all AB 218 claims are resolved. You will receive budget estimates annually in March until we have closed all claims and accounted for all costs.
More questions?	Contact us at info@selfjpa.org or 916-321-5300.
Prior Communications	You can see all prior AB 218 Communications on our website at: https://www.selfjpa.org/ab218res .

Subject: Approve Curriculum for 2026-2027 Catalog Part I	Attachment: 2026/27 Approved Courses and Programs for Board Part I
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 accordance with Board Policy 4020, the MiraCosta Community College District Board of Trustees assigns primary responsibility for developing and recommending the adoption or discontinuance of courses or programs to the faculty, and this effort is coordinated by the Instructional Services Division. Title 5 regulations stipulate the Academic Senate is responsible for academic and professional matters, which include curriculum and educational program development. The Courses and Programs Committee (CPC), consisting primarily of faculty, exists for the purpose of making recommendations pertaining to the programs and courses offered by the college.

The CPC convened five (5) curriculum approval meetings beginning August 28, 2025, and ending October 23, 2025. Curriculum proposals follow a rigorous review process before each CPC meeting.

This review process has eight stages:

- 1) The faculty author initiates a proposal to modify, add, or delete a course or program. Once the proposal is complete, the faculty author forwards it to the next stage where the proposals are reviewed carefully to ensure high quality course outlines; proposals are then forwarded to the Student Learning Outcome (SLO) coordinator.
- 2) The SLO coordinator reviews and works with faculty to align the SLOs with the content of the course and program outlines. Once completed, the proposals are forwarded to the articulation officer.
- 3) The articulation officer reviews for potential CSU/UC transfer; the articulation officer then forwards the proposal to the department chair.

- 4) The department chair reviews the proposal for discipline- and department-specific impact, encroachment, accuracy, and completeness; the department chair then forwards the proposal to the instructional dean.
- 5) The dean reviews the curriculum for interdepartmental and college-wide impact, encroachment, and, when appropriate, local workforce need. Deans also check for accuracy, completeness, and impact on divisional load; the instructional dean then forwards the proposal to the Technical Review Committee (Tech Review).
- 6) Tech Review evaluates the curriculum for:
 - consistency and compliance with local and state curriculum writing and content standards
 - state standards pertaining to prerequisites, corequisites, and advisories
 - state and local standards and guidelines pertaining to repeatability and courses related in content
 - state standards pertaining to hours and units
 - local mandates on class size maxima.Tech Review then forwards the proposal to CPC.
- 7) CPC, by means of careful study and open discussion, assures the college's curriculum has consistent quality, rigor, and compliance with state regulations and standards as well "++1" as with district policies and procedures; once approved the CPC forwards a complete list of courses and programs to the Academic Senate as a consent item.
- 8) Finally, the Academic Senate reviews and approves the curriculum packet.

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

STATUS

Credit course approvals include the addition of 10 new courses, 155 modifications of existing courses, and 10 course deletions. The committee approved two new programs: Family Child Care Entrepreneurship Certificate of Achievement and Personal Fitness Trainer Certificate of Proficiency. Four certificates of achievement (COA), three AA degrees, one AS degree, one AA-T degree, and one AS-T degree were modified. Two programs were deleted. There was a total of three new general education (GE), 10 new 100% online (O), and no new hybrid only (H) approvals.

Noncredit course and program approvals did not come through for this first cycle.

RECOMMENDATION

Approve the attached listing of curriculum approvals for inclusion in the 2026-2027 Catalog.

2026/27 Curriculum Approvals

Effective: August 2026

Part I

I. Credit Course Level					
A. New Courses					
Department	Subject	Course #	Additional Approvals	Course Title & Catalog Description	Date Approved
ILNG	SPAN	121	O/GE	<u>Introduction to Hispanic Cultures</u> : This course explores the diverse cultures of Spain and Spanish America through film, music, art, literature, and traditions. Students will examine how cultural and artistic expressions evolve through historical exchanges, migrations, and creative contributions, including those of Indigenous, African, and other global cultures. The course considers how cultural traditions and artistic expressions adapt, transform, and persist through cross-cultural interactions, colonial legacies, and cultural and social movements. Emphasis is placed on understanding and appreciating cultural diversity over time. No prior study of the Spanish language or Hispanic culture is required. Taught in English.	3/27/2025
DNCE	DNCE	102	O/GE	<u>Introduction to Mexican Folkloric Dance: History, Culture, and Performance</u> : This academic course explores the evolution of Mexican folkloric dance from its pre-Hispanic roots to its modern expressions in Mexico and the US. The course covers regional styles, cultural symbols, and the socio-political contexts shaping these dances. Students examine the relationship between dance, music, and costumes and how folkloric dance preserves culture, builds community, and empowers education. Additionally, the course highlights the impact of colonialism on Mexican dance and the resilience of Indigenous forms, offering insights into dance as a tool for cultural survival, resistance, and identity.	10/9/2025
DNCE	DNCE	136	O	<u>Dance Practices Across Cultures and Borders</u> : This dance technique course focuses on the dance and music traditions of world cultures such as Africa, Asia, Central America and the Caribbean, North America, South America, the Middle East, and Europe. Students learn fundamental dance movements, postures, and rhythms. The course also examines the cultural roles and aesthetics of dance, including ritual, social, and artistic expression.	10/23/2025
PHSC	EE	100	O	<u>Introduction to Electrical Engineering</u> : This first course for electrical engineering majors covers the basic principles of electrical engineering and exposes students to the electronics and laboratory environment. Students learn about different areas of electrical engineering in the analog and digital worlds. They become familiar with the safety, measurement, and basic units in the laboratory environment. The course provides introductory skills required for advanced electrical engineering coursework.	10/23/2025

I. Credit Course Level					
A. New Courses					
Department	Subject	Course #	Additional Approvals	Course Title & Catalog Description	Date Approved
PHSC	EE	110	O	<u>Electrical Engineering Clinic I</u> : This course focuses on developing a comprehensive understanding of the laboratory environment, covering topics such as laboratory safety protocols, basic equipment operation, requirements interpretation, and test plan creation and implementation. Students gain practical experience using Programmable Logic Control (PLC) programming and LabVIEW. Each module combines theoretical knowledge with hands-on exercises to ensure the development of essential electrical engineering skills.	10/23/2025
PHSC	EE	210	O	<u>Electrical Engineering Clinic II</u> : This course covers current industry knowledge and skill sets in demand in the area of Electrical Engineering and associated technologies regarding simulation modeling, software and hardware interfaces. Topics include learning MATLAB, Simulink Toolbox, introduction to object-oriented programming, and interfacing with Arduino/ELEGOO development kits.	10/23/2025
SSCI	ANTH	135	O/GE	<u>Magic, Witchcraft, and Religion</u> : This course explores small-scale and customary supernatural beliefs, practices, and traditions from prehistory to the present. Focusing on indigenous and alternative spiritualities around the world, topics include shamanism; mysticism and divination; mortuary rituals; brujería and magic; Vodou, Santería, and other indigenous and syncretic religions; Paganism; supernatural healing including Curanderismo; magico-religious art; Vedic, Chinese, and Western astrology; peyote and other sacred entheogens; and new religious movements (NRMs).	10/23/2025
CHLD	CDEV	104	O	<u>Family Child Care Business Essentials</u> : This course focuses on developing and operating a high-quality family child care program. It emphasizes core theoretical principles of early childhood education, business management, relationship-based care, family engagement, culturally responsive practices, curriculum development, and implementation designed for mixed-age groups in a home-based setting. Other topics include licensing regulations, health and safety requirements, developmentally appropriate practices, observation and assessment, and strategies for creating a nurturing and inclusive learning environment.	10/23/2025
HORT	HORT	118	O	<u>Arboriculture</u> : This course introduces the care and management of landscape trees in urban settings. It covers soil, water, and nutrient management, integrated pest management, and tree biology. Topics include tree selection, protection, fertilization, pruning basics, urban forest management, safety, and risk management. This course prepares students for the International Society of Arboriculture (ISA) Certification exam and provides ISA Continuing Education Units (CEUs). C-ID AG-EH 130 000X.	10/23/2025

I. Credit Course Level					
A. New Courses					
Department	Subject	Course #	Additional Approvals	Course Title & Catalog Description	Date Approved
HORT	HORT	144	O	Nursery Management and Production: This course analyzes the operation and management of plant nursery facilities and personnel, including cultural practices, scheduling of nursery crops, marketing, and legal and environmental issues. Students examine the relationships of light, temperature, moisture, humidity, and fertility as well as their impact on plant production. Topics include pruning, transplanting, propagation, and pest control methods. Students are required to attend field trips to local nurseries.	10/23/2025
Total Credit Course Additions: 10					

I. Credit Course Level					
B. Modified Courses					
Department	Subject	Course #	Additional Approvals	Course Title & Catalog Description	Date Approved
KHAN	KINE	100	O	Beginning Weight Training	9/11/2025
KHAN	KINE	101	O	Intermediate Weight Training	9/11/2025
KHAN	KINE	102	O	Advanced Weight Training	9/11/2025
KHAN	KINE	112	O	Beginning Cardio Training	9/11/2025
KHAN	KINE	113	O	Intermediate Cardio Training	9/11/2025
KHAN	KINE	114	O	Advanced Cardio Training	9/11/2025
KHAN	KINE	145	O	Yoga Teacher Training Foundation	9/11/2025
KHAN	KINE	147	O	Yoga Teacher Training Development	9/11/2025
KHAN	KINE	149	O	Yoga Teacher Training Integration	9/11/2025
KHAN	KINE	150	O	Beginning Yoga	9/11/2025
KHAN	KINE	154	O	Intermediate Yoga	9/11/2025
KHAN	KINE	155	O	Advanced Yoga	9/11/2025
KHAN	KINE	156	O	Beginning Flexibility Training	9/11/2025
KHAN	KINE	157	O	Intermediate Flexibility Training	9/11/2025
KHAN	KINE	158	O	Advanced Flexibility Training	9/11/2025
KHAN	KINE	159	O	Yoga Teacher Training Implementation	9/11/2025
KHAN	KINE	161	O	Beginning Martial Arts	9/11/2025
KHAN	KINE	162	O	Intermediate Martial Arts	9/11/2025
KHAN	KINE	163	O	Advanced Martial Arts	9/11/2025
KHAN	KINE	203	O	Techniques in Athletic Training	9/11/2025
KHAN	KINE	204	O	Techniques and Analysis of Fitness and Weight Training	9/11/2025
BTEC	BTEC	210	O	Data Analysis with Excel	9/25/2025
BTEC	BTEC	221	O	Bioprocessing: Cell Culture and Scale-up	9/25/2025
BTEC	BTEC	222	O	Bioprocessing: Large Scale Purification	9/25/2025
BTEC	BTEC	360	O	Design of Biomanufacturing Facilities, Critical Utilities, Processes, and Equipment	9/25/2025
BTEC	BTEC	460	O	Capstone Seminar in Biomanufacturing Technologies	9/25/2025
DNCE	DNCE	200	O	Contemporary Dance Production I	9/25/2025
DNCE	DNCE	121	O	Hip Hop I	9/25/2025
DNCE	DNCE	122	O	Hip Hop II	9/25/2025
DNCE	DNCE	134	O	Pacific Island Dance I	9/25/2025
DNCE	DNCE	135	O	Pacific Island Dance II	9/25/2025
DNCE	DNCE	140	O	Ballroom Dance Technique I	9/25/2025
DNCE	DNCE	143	O	Ballroom Dance Technique II	9/25/2025
DNCE	DNCE	146	O	Latin Dance Technique I	9/25/2025
DNCE	DNCE	147	O	Latin Dance Technique II	9/25/2025
DNCE	DNCE	152	O	Ballet I	9/25/2025
DNCE	DNCE	154	O	Ballet II	9/25/2025
DNCE	DNCE	179	O	Musical Theatre Dance Production	9/25/2025
DNCE	DNCE	201	O	Contemporary Dance Production II	9/25/2025
DNCE	DNCE	202	O	Contemporary Dance Production III	9/25/2025
DNCE	DNCE	203	O	Contemporary Dance Production IV	9/25/2025
DNCE	DNCE	204	O	Classical Dance Production I	9/25/2025
DNCE	DNCE	205	O	Classical Dance Production II	9/25/2025
DNCE	DNCE	206	O	Classical Dance Production III	9/25/2025
DNCE	DNCE	207	O	Classical Dance Production IV	9/25/2025
DNCE	DNCE	221	O	Hip Hop III	9/25/2025
DNCE	DNCE	222	O	Hip Hop IV	9/25/2025
DNCE	DNCE	234	O	Pacific Island Dance III	9/25/2025
DNCE	DNCE	235	O	Pacific Island Dance IV	9/25/2025
DNCE	DNCE	240	O	Ballroom Dance Technique III	9/25/2025
DNCE	DNCE	243	O	Ballroom Dance Technique IV	9/25/2025
DNCE	DNCE	246	O	Latin Dance Technique III	9/25/2025
DNCE	DNCE	247	O	Latin Dance Technique IV	9/25/2025
DNCE	DNCE	260	O	Dance Touring Ensemble	9/25/2025

I. Credit Course Level					
B. Modified Courses					
Department	Subject	Course #	Additional Approvals	Course Title & Catalog Description	Date Approved
DNCE	DNCE	263	O	Contemporary Dance Workshop and Performance A	9/25/2025
DNCE	DNCE	264	O	Contemporary Dance Workshop and Performance B	9/25/2025
DNCE	DNCE	266	O	Jazz Dance III	9/25/2025
DNCE	DNCE	267	O	Contemporary Dance Workshop and Performance C	9/25/2025
DNCE	DNCE	268	O	Jazz Dance IV	9/25/2025
DNCE	DNCE	269	O	Contemporary Dance Workshop and Performance D	9/25/2025
DNCE	DNCE	278	O	Dance as a Profession	9/25/2025
HIST	HIST	115	O/GE	Women in American History	9/25/2025
HIST	HIST	165	O/GE	California History	9/25/2025
HIST	HIST	C1001	O/GE	United States History to 1877	9/25/2025
HIST	HIST	C1001H	O/GE	United States History to 1877 - Honors	9/25/2025
HIST	HIST	C1002	O/GE	United States History since 1865	9/25/2025
HIST	HIST	C1002H	O/GE	United States History since 1865 - Honors	9/25/2025
KHAN	NUTR	100	O/GE	Nutrition Today	10/9/2025
KHAN	NUTR	108	O	Cultural Aspects of Foods and Nutrition	9/25/2025
KHAN	NUTR	120	O/GE	Principles of Food Science with Lab	9/25/2025
KHAN	NUTR	125	O	Nutrition and Aging	9/25/2025
ART	ARTH	157	O/GE	Art Orientation	10/9/2025
ART	ARTH	158	O/GE	Indigenous Arts of Africa, Oceania, and the Americas	10/9/2025
ART	ARTH	159	O/GE	Indigenous Arts of Central and South America	10/9/2025
ART	ARTH	260	O/GE	History of Modern Art	10/9/2025
ART	ARTH	260H	O/GE	History of Modern Art (Honors)	10/9/2025
ART	ARTH	C1100	O/GE	Survey of Art from Prehistory to the Medieval Era	10/9/2025
ART	ARTH	C1200	O/GE	Survey of Art from the Renaissance to Contemporary	10/9/2025
PHSC	ASTR	120	O/GE	Life in the Universe	10/9/2025
PHSC	ASTR	C1001	O/GE	Introduction to Astronomy	10/9/2025
PHSC	ASTR	C1001L	O/GE	Introduction to Astronomy Lab	10/9/2025
CSIT	CSIT	191	O	Fundamentals of Cisco Networking	10/9/2025
LTRS	ENGL	280	O	Creative Writing	10/9/2025
LTRS	ENGL	C1002	O/GE	Introduction to Literature	10/9/2025
LTRS	ENGL	C1003	O/GE	Critical Thinking and Writing through Literature	10/9/2025
LTRS	ENGL	C1003H	O/GE	Critical Thinking and Writing through Literature - Honors	10/9/2025
NAAH	MAP	70	O	Bloodborne and Airborne Pathogen Standards	10/9/2025
NAAH	MAP	80	O	Medical Assistant—Clinical Back Office I	10/9/2025
NAAH	MAP	82	O	Medical Assistant—Clinical Back Office II	10/9/2025
NAAH	MAP	90	O	Medical Assistant Clinical Preceptorship	10/9/2025
MATH	MATH	102A	O/GE	Mathematics for Life	10/9/2025
PHSC	OCEA	101	O/GE	Introduction to Oceanography	10/9/2025
PHSC	OCEA	101H	O/GE	Introduction to Oceanography (Honors)	10/9/2025
PHSC	OCEA	101L	O/GE	Introduction to Oceanography Laboratory	10/9/2025
PHSC	PHYS	151	O/GE	Principles of Physics I	10/9/2025
PHSC	PHYS	152	O/GE	Principles of Physics II	10/9/2025
PHSC	PHYS	153	O/GE	Principles of Physics III	10/9/2025
PHSC	PHYS	280	O	Introduction to Electronics	10/9/2025
MATH	STAT	C1000E	O/GE	Introduction to Statistics (Embedded Support)	10/9/2025
BUS	ACCT	147	O	Ethics, Representation, Practice, and Procedures	10/23/2025
SSCI	ANTH	107	O/GE	Gender, Sex, and Sexuality	10/23/2025
SSCI	ANTH	C1001	O/GE	Introduction to Biological Anthropology	10/23/2025
SSCI	ANTH	C1001H	O/GE	Introduction to Biological Anthropology - Honors	10/23/2025
SSCI	ANTH	C1001L	O/GE	Biological Anthropology Lab	10/23/2025
BUS	BUS	120	O	Introduction to Business	10/23/2025
BUS	BUS	133	O	Project Management	10/23/2025
BUS	BUS	140	O	Legal Environment of Business	10/23/2025
BUS	BUS	302	O	Leadership and Personal Development	10/23/2025
CHLD	CDEV	105	O	Principles and Practices of Teaching Young Children	10/23/2025
CHLD	CDEV	106	O	Introduction to Curriculum in Early Childhood	10/23/2025
CHLD	CDEV	109	O	Child Behavior and Guidance	10/23/2025
CHLD	CDEV	111	O	Programs for Infants and Toddlers	10/23/2025

I. Credit Course Level
B. Modified Courses

Department	Subject	Course #	Additional Approvals	Course Title & Catalog Description	Date Approved
CHLD	CDEV	112	O	The Developing Child: Conception through Early Childhood	10/23/2025
CHLD	CDEV	130	O	Science and Math for Young Children	10/23/2025
CHLD	CDEV	140	O	Language and Literacy in Early Childhood	10/23/2025
CHLD	CDEV	150	O	Art for Young Children	10/23/2025
CHLD	CDEV	160	O	Music and Movement for Young Children	10/23/2025
CHLD	CDEV	200	O	Observation & Assessment in Early Childhood	10/23/2025
CHLD	CDEV	205	O	Health, Safety, and Nutrition	10/23/2025
CHLD	CDEV	210	O	Child, Family, and Community	10/23/2025
CHLD	CDEV	212	O	Advanced Issues in Infant-Toddler Care	10/23/2025
CHLD	CDEV	230	O	Family Engagement in Early Childhood Programs	10/23/2025
CHLD	CDEV	235	O/GE	Children in a Diverse Society	10/23/2025
CHLD	CDEV	240	O	Children with Special Learning Needs	10/23/2025
CHLD	CDEV	245	O	Adult Supervision and Mentoring in Early Care and Education	10/23/2025
CHLD	CDEV	250	O	Administration I: Programs in Early Childhood Education	10/23/2025
CHLD	CDEV	251	O	Administration II: Personnel and Leadership in Early Childhood Education	10/23/2025
CHLD	CDEV	270	O	Practicum - The Student Teaching Experience	10/23/2025
CHLD	CDEV	292	O	Internship Studies	10/23/2025
CHLD	CDEV	296	O	Topics in Child Development	10/23/2025
CHLD	CDEV	299	O	Occupational Work Experience Education	10/23/2025
CHLD	CDEV	C1000	O/GE	Child Growth and Development	10/23/2025
CHEM	CHEM	112	O/GE	Introductory General, Organic, and Biological Chemistry: For Allied Health Majors	10/23/2025
CHEM	CHEM	210	O	Organic Chemistry I: For Science Majors	10/23/2025
CHEM	CHEM	211	O	Organic Chemistry II: For Science Majors	10/23/2025
COMM	COMM	C1004	O/GE	Interpersonal Communication	10/23/2025
SSCI	ECON	C2001	O/GE	Principles of Microeconomics	10/23/2025
SSCI	ECON	C2002	O/GE	Principles of Macroeconomics	10/23/2025
CHLD	EDUC	115	O	Foundations of Teaching as a Profession	10/23/2025
MATH	MATH	131	O/GE	Pre-Calculus II: Trigonometry and Analytic Geometry	10/23/2025
MATH	MATH	210	O/GE	Mathematical Concepts and Structures for Teachers I: Number Systems and Number Sense	10/23/2025
MATH	MATH	212	O/GE	Mathematical Concepts and Structures for Teachers I: Algebra, Geometry, Measurement, and Reasoning	10/23/2025
MATH	MATH	260	O/GE	Calculus and Analytic Geometry III	10/23/2025
MATH	MATH	265	O	Differential Equations	10/23/2025
MATH	MATH	270	O	Linear Algebra	10/23/2025
MATH	MATH	C2210	O/GE	Calculus I: Early Transcendentals	10/23/2025
MATH	MATH	C2210E	O/GE	Calculus I: Early Transcendentals - Embedded Support	10/23/2025
MATH	MATH	C2210H	O/GE	Calculus I: Early Transcendentals - Honors	10/23/2025
MATH	MATH	C2220	O/GE	Calculus II: Early Transcendentals	10/23/2025
SOC	SOCI	C1000	O/GE	Introduction to Sociology	10/23/2025
SOC	SOCI	C1000H	O/GE	Introduction to Sociology - Honors	10/23/2025
COMM	COMM	C1000	O/GE	Introduction to Public Speaking	10/23/2025
COMM	COMM	106	O/GE	Group Communication	10/23/2025
COMM	COMM	111	O/GE	Narrative Performance	10/23/2025
COMM	COMM	120	O/GE	Principles of Human Communication	10/23/2025
Total Credit Course Modifications: 155					

I. Credit Course Level				
C. Deleted Courses				
Department	Subject	Course #	Course Title & Catalog Description	Date Approved
DNCE	DNCE	130	Middle Eastern Dance (Belly Dance) I	9/25/2025
DNCE	DNCE	131	Middle Eastern Dance (Belly Dance) II	9/25/2025
DNCE	DNCE	185	Choreography	9/25/2025
DNCE	DNCE	230	Middle Eastern Dance (Belly Dance) III	9/25/2025
DNCE	DNCE	231	Middle Eastern Dance (Belly Dance) IV	9/25/2025
LTRS	HUMN	201	Cultural Eras in the Humanities: Prehistory to 1600	10/9/2025
INTR	INTR	100	Foundation Skills for the College Experience	10/9/2025
SSCI	ANTH	104	Native American Cultures	10/23/2025
CHEM	CHEM	116	Introductory Organic and Biological Chemistry: For Allied Health Majors	10/23/2025
HORT	HORT	148	Introduction to Wine Production	
Total Credit Course Deletions: 10				

II. Certificate and Degree Level						
A. New Degrees and Certificates						
Department	Subject	Certificate Type	Degree Type	Certificate/Degree Title	Required Units	Date Approved
KHAN	KINE	COP		Personal Fitness Trainer	11	9/25/2025
CHLD	CDEV	COA		Family Child Care Entrepreneurship	27	10/23/2025
Total New Degree and Certificates: 2						

II. Certificate and Degree Level						
B. Modified Degrees and Certificates						
Department	Subject	Certificate Type	Degree Type	Certificate/Degree Title	Required Units	Date Approved
SSCI	ANTH		AA-T	Anthropology for Transfer	22-27	10/23/2025
MATH	MATH		AS-T	Mathematics for Transfer 2.0	20-23	10/23/2025
DNCE	DNCE		AA	Dance	24	10/23/2025
DNCE	DNCE	COA		Dance Instructor	20.5	10/23/2025
HORT	HORT	COA	AA	Landscape Architecture	26-28	10/23/2025
HORT	HORT	COA	AA	Nursery/Horticulture Crop Production	25	10/23/2025
HORT	HORT	COA	AS	Viticulture and Enology	23.5	10/23/2025
Total Modified Degrees and Certificates: 10						

II. Certificate and Degree Level**C. Deleted Degrees and Certificates**

Department	Subject	Certificate Type	Degree Type	Certificate/Degree Title	Required Units	Date Approved
KHAN	KINE	COA		Personal Fitness Trainer	21-23	9/11/2025
BUS	BUS	COP		Retail Assistant		10/23/2025
Total Deleted Degrees and Certificates: 2						

III. Noncredit Program Level**A. New Program**

Department	Program	Date Approved
	None.	
Total New Noncredit Programs: 0		

III. Noncredit Program Level**B. Modified Program**

Department	Program	Date Approved
	None.	
Total Modified Noncredit Programs: 0		

III. Noncredit Program Level**C. Deleted Program**

Department	Program	Date Approved
	None.	
Total Deleted Noncredit Programs: 0		

IV. Noncredit Course Level

A. New Course

Department	Subject	Additional Approvals	Course Title and Description	Date Approved

Total New Noncredit Course: 4

IV. Noncredit Course Level

B. Modified Course

Department	Subject	Additional Approvals	Course Title	Date Approved
			None.	

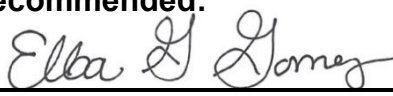

Total Modified Noncredit Courses: 0

IV. Noncredit Course Level

C. Deleted Course

Department	Subject	Additional Approvals	Course Title	Date Approved

Total Deleted Noncredit Courses: 1

Subject: Approve Purchase for FF&E for Equipment for Communication Hub, Equity Village and Student Center project (3000 Series Buildings)	Attachment: None
Category: Consent Item	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> Information ✓ Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> ✓ Goal 1 Goal 2 ✓ Goal 3 ✓ Goal 4 </div>
Recommended:  Elba G. Gomez Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

As part of the Measure MM Bond Program, the purchasing of furniture, fixtures, and equipment (“FF&E”) are needed in association with new construction and renovation projects. These FF&E items, specifically office storage cabinets, seating, desks, and miscellaneous items, were identified as necessary equipment for the Communication Hub, Equity Village and Student Center project (3000 Series Buildings) at the Oceanside Campus.

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 the Corporate Spaces, Inc dba Parron Hall (PA) and the Foundation for Community Colleges agreement CB-145-18 with Krueger International, Inc. (KI) for the purchase of specific items at the lowest cost and best overall value for the district purchases.

The total FF&E purchases have been identified at a cost of \$1,700,000, including sales tax, and are detailed below:

Project Name	Estimated Cost	Supplier
Communication Hub, Equity Village and Student Center project (3000 Series Buildings)	\$1,130,000	Parron Hall (Allsteel)
Communication Hub, Equity Village and Student Center project (3000 Series Buildings)	\$570,000	KI c/o Parron Hall

Funds for equipment are budgeted within the district's fund 43 budget.

RECOMMENDATION

Approve Purchase for FF&E for Equipment for Communication Hub, Equity Village and Student Center project (3000 Series Buildings) and authorize the assistant superintendent/vice president of administrative services to proceed with the procurement with Corporate Spaces, Inc., dba Parron Hall (PA) and the Foundation for Community Colleges agreement CB-145-18 with Krueger International, Inc. specified FF&E purchases in an amount not to exceed \$1,700,000.

Subject: Ratify Purchase of Adobe Enterprise Term License Agreement (ETLA)	Attachment: <u>Adobe ETLA Consortium Member Participation Agreement</u>
Category: Consent Item	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent Action </div>
Institutional Goals: <u>mcc_mission_statement.pdf (miracosta.edu)</u>	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended: <hr style="width: 100%;"/> Elba G. Gomez Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration: <hr style="width: 100%;"/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

In July 2025, the board approved Agenda Item VII.N, preauthorizing the renewal of the Adobe Enterprise Term License Agreement (ETLA). This preauthorization was a proactive measure to ensure continuous access to essential software, such as Creative Cloud, Acrobat Sign, and Adobe Express, while the Foundation for California Community Colleges (FCCC) finalized statewide consortium negotiations with Adobe. Those negotiations have since concluded, and the agreement between the FCCC and Adobe is now finalized and signed.

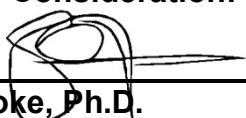
STATUS

The District is utilizing a "piggybacking" provision under Public Contract Code section 20652 to adopt the systemwide Adobe ETLA agreement (FCCC Agreement No. 01155888) secured by the FCCC. This process allows the district to leverage the competitively bid pricing and terms negotiated by the FCCC on behalf of all participating colleges.

The district executed its participation agreement on August 4, 2025. The agreement establishes a three-year term, effective from August 26, 2025, through August 25, 2028. The annual cost is \$68,737.16, for a total contract value of \$206,211.48, with funds identified in the Information Technology Services (ITS) budget.

RECOMMENDATION

Ratify the purchase of the Adobe Enterprise Term License Agreement (ETLA) under the FCCC Agreement No. 01155888 with Adobe, Inc., effective August 26, 2025, through August 25, 2028, for a total not-to-exceed amount of \$206,211.48.

Subject: Approve Agreements Related to National Science Foundation (NSF) Advanced Technical Education (ATE) Grants	Attachment: <ul style="list-style-type: none"> • Sub-Awardee Grant Agreement - City College of San Francisco • Sub-Awardee Grant Agreement - Karen Leung, LLC • Basic Services Agreement - Josefina Sette
Category: Consent Item	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent  Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;">  Goal 1  Goal 2  Goal 3  Goal 4 </div>
Recommended:  <hr/> Elba G. Gomez Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The Bioscience Workforce Development Hub (Hub) has successfully secured two Advanced Technical Education (ATE) grants from the National Science Foundation (NSF). These grants are active from October 1, 2025, through September 30, 2028, and are critical to advancing the college's Career Education goals and establishing the Hub as a national leader.

The two grants will fund Workplace Navigation (Grant #2500518), an initiative that will develop and scale "Workplace Navigation" (WN) skills training for students in technical programs, in collaboration with InnovATEBIO, and Statewide Industry Advisory (Grant #2500548), an initiative which will create a statewide industry advisory committee (IAC) to identify the specific Knowledge, Skills, and Abilities (KSAs) needed for entry-level life science positions and scale curriculum updates across California Community College bioscience programs.

STATUS

The agreements required to fulfill the grant objectives are authorized under the following California codes:

1. Contract Education (Education Code section 78021(a)): This code authorizes the District to establish contract education programs with other public or private agencies. The Subawardee Agreements with the City College of San Francisco and Karen Leung, LLC fall under this authority, allowing the district to partner with them to provide the specific training and programs required by the grant.
2. Special Services (Government Code section 53060): This code allows the district to contract specialized services with individuals who possess special training and experience. The Basic Services Agreement with Josefina Sette is authorized under this

section, as her expertise in industry engagement and workforce development qualifies as a special service in economic and administrative matters. Ms. Sette has demonstrated the requisite expertise to perform these services.


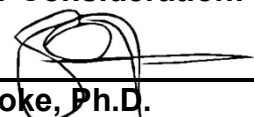
District staff have identified the need to enter into the following agreements with these partners to fulfill the distinct objectives of the grants:

Vendor	Grant #	Role/Expertise	Amount
City College of San Francisco (Sub-Awardee Agreement)	#2500518 (WN)	James Lewis, Assistant Director of Career Services and Co-PI, will lead efforts to embed WN modules in college-wide Career Services and Workforce Offices.	\$129,738
Karen Leung, LLC (Sub-Awardee Agreement)	#2500518 (WN)	Karen Leung, Co-PI, will lead the development of the national WN Hub, WN online modules, a Community of Practice, and dissemination of project activities.	\$263,769
Josefina Sette (Basic Services Agreement)	#2500548 (Statewide BILT)	Expert in industry engagement and workforce development who will support the creation and scaling of the statewide industry advisory committee.	\$143,127
TOTAL AMOUNT			\$536,634

The funds for these services are allocated within the two NSF ATE grants, managed by the Executive Director of the CA Bioscience Workforce Development Hub.

RECOMMENDATION

Approve Agreements Related to National Science Foundation (NSF) Advanced Technical Education (ATE) Grants and authorize the assistant superintendent/vice president of administrative services to enter into Sub-Awardee Agreements with the City College of San Francisco in the amount of \$129,738 and Karen Leung, LLC in the amount of \$263,769, and a Basic Services Agreement with Josefina Sette for \$143,127.

Subject: Ratify Correction to Resolution No. 4–25/26: Delegate Superintendent/President to Declare Emergency and Take Emergency Actions in Response to Elevator Repair at the Oceanside Campus Building 14 Student Services	Attachment: None
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> Information ✓ Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> ✓ Goal 1 ✓ Goal 2 Goal 3 ✓ Goal 4 </div>
Recommended:  <hr/> Elba G. Gomez Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

On October 16, 2025, the board adopted Resolution No. 4-25/26 authorizing the superintendent/president to declare an emergency and to take emergency actions in accordance with Public Contract Code §22050 in response to an elevator malfunction at the Oceanside campus building 14 – Student Services.



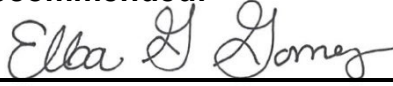
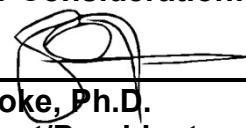
Following adoption, a clerical error was identified in the resolution regarding the date of the original incident.

STATUS

Resolution No. 4-25/26 incorrectly stated the date of the elevator malfunction as September 28, 2025. The correct date of the incident is September 8, 2025.

RECOMMENDATION

Ratify the correction to Resolution No. 4-25/26 to reflect the accurate incident date of September 8, 2025, authorizing the superintendent/president to declare an emergency and take emergency actions in response to the elevator malfunction at Oceanside Campus Building 14 – Student Services.

Subject: Adopt Resolution No. 6-25/26: Authorize Contract with Gubener Plastinate GmbH for Procurement of Plastinated Anatomic Specimens	Attachment: Resolution No. 6-25/26 Quote #AN25400180
Category: Consent Item	Type of Board Consideration: <div style="text-align: center;">  </div> Information Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="text-align: center;">  </div> Goal 1 Goal 2 Goal 3 Goal 4
Recommended:  Elba G. Gomez Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

In February 2022, the board approved the initial purchase of plastinated anatomical specimens from Gubener Plastinate GmbH (“GuPla”), the sole source provider of von Hagens Plastination specimens, under Resolution No. 13-21/22. The district's purchasing department worked with Hugh Lee, Esq. from Tao Rossini law firm to assist with the sole source determination and documentation for this initial procurement. This purchase initially supported the Anatomy department’s transition to socially distanced instruction during the COVID-19 pandemic. The plastinated models allowed students to safely engage with high-fidelity anatomical specimens in limited lab space.

Since that initial procurement, human plastinated specimens have become a central component of the Human Anatomy curriculum, offering both practical and educational benefits. The plastination process replaces water and fat in human tissue with durable polymers, resulting in dry, odor-free specimens that eliminate the need for chemical ventilation and handling restrictions. These specimens retain the color, texture, and structure of real human tissue more accurately than traditional models or preserved cadavers, enhancing students’ ability to visualize anatomical relationships and organ systems.

Their durability allows for repeated use across multiple semesters and course sections, ensuring consistent instructional quality. The transition from cadavers to plastinated specimens has modernized the anatomy program and significantly improved the student learning experience.

STATUS

Pursuant to Public Contract Code section 3400(c)(3) and prior legal precedent, district staff have exercised due diligence and reaffirmed that Gubener Plastinate GmbH (GuPla) remains

the sole source vendor for procuring the necessary plastinated anatomic specimens. This procurement is also required to match the unique high-fidelity specimens already acquired and fully integrated into the Anatomy curriculum, which protects the district's substantial prior investment and ensures continuity and uniformity of instructional quality.

The total cost of this procurement is \$239,260. The specimens will be prepared and produced by von Hagens Plastination and sourced through GuPla's exclusive U.S. sales agent, Anatomic Excellence, LLC.

The funding for this procurement has been identified in the Physical Plant and Instructional Support (PPIS) budget.

RECOMMENDATION

Adopt resolution No. 6-25/26: Authorize Contract with Gubener Plastinate GmbH for Procurement of Plastinated Anatomic Specimens.

MIRACOSTA COMMUNITY COLLEGE DISTRICT

RESOLUTION NO. 6-25/26

AUTHORIZE CONTRACT WITH GUBENER PLASTINATE GMBH FOR PROCUREMENT OF PLASTINATED ANATOMIC SPECIMENS

WHEREAS, the MiraCosta Community College District (“District”) initially procured von Hagens Plastination specimens in February 2022 under Resolution No. 13-21/22, supporting the need for socially distanced instruction in Anatomy and related health sciences during the COVID-19 pandemic; and

WHEREAS, the District’s purchasing department, in the course of the initial procurement (Resolution No. 13-21/22), worked with Hugh Lee, Esq. from Tao Rossini law firm to assist with the sole source determination and documentation; and

WHEREAS, since that initial procurement, the human plastinated specimens have become a central and permanent component of the Human Anatomy curriculum, modernizing the program and significantly improving the student learning experience; and

WHEREAS, the plastinated specimens, which replace water and fat with durable polymers, offer superior educational benefits by retaining the color, texture, and structure of real human tissue more accurately than traditional models, eliminating the need for chemical ventilation and handling restrictions, and ensuring consistent instructional quality across multiple course sections due to their durability; and

WHEREAS, the District has determined it is necessary to procure additional plastinated anatomic specimens and related products for instructional and training purposes for students and staff to meet current curriculum needs; and

WHEREAS, District staff and faculty have determined that products from Gubener Plastinate GmbH (“GuPla”), prepared and produced under the brand name of “von Hagens Plastination,” best meet the needs and requirements to provide the comprehensive, high-fidelity anatomic specimens necessary to continue effective instruction and training; and

WHEREAS, GuPla works with its exclusive full-range sales agent, Anatomic Excellence, LLC, to provide von Hagens Plastination specimens in the United States and Canada; and

WHEREAS, the Board of Trustees (“Board”) of the District has determined the following:

- GuPla remains the only vendor that the District is aware of that is able to provide the specific plastinated human tissue specimens desired by the District and its staff.
- GuPla sources all of its human plastinated specimens from the Body Donation Program of the Institute for Plastination e.K. in Heidelberg, Germany.
- All donors in the program have been educated that their bodies will be dissected, plastinated, and put on display at an academic institution for educational purposes.
- GuPla is the only vendor that the District is aware of that sources specimens from donors who consented during their lifetime that their bodies will be used for this specific educational purpose.
- GuPla has a rigorous audit and annual review system that confirms all required processes and requirements defined by the City of Heidelberg are followed and met.
- GuPla is the only vendor that the District is aware of that provides all of the services and documentation, and meets all of the requirements set forth above.

WHEREAS, pursuant to Public Contract Code Section 3400(c)(2), the District desires to procure additional von Hagens Plastination specimens to match the unique high-fidelity, permanent instructional specimens already acquired and fully integrated into the Anatomy curriculum, thus ensuring instructional consistency and uniformity across all course sections; and

WHEREAS, given the District's prior investment in the original GuPla specimens and the optimization of the curriculum based on these unique models, there is no advantage to competitively bid the procurement of these additional specimens, as continuing to use the same product protects the District's investment and guarantees continuity of superior instructional services; and

WHEREAS, pursuant to Public Contract Code section 3400(b)(3) the District's Board has determined that the GuPla plastinated anatomic specimens prepared and produced under the brand name of von Hagens Plastination is a necessary item and that it is available from one source; and

WHEREAS, the District's Board has determined that it would work an incongruity and offere no practical advantage to competitively bid the procurement/purchase of von Hagens Plastination anatomic specimens since there is only one vendor that meets all the various services and requirements set forth above; and

WHEREAS, *Meakin v. Steveland* (1977) 68 Cal.App.3d 490 and *Los Angeles Dredging v. Long Beach* (1930) 210 Cal. 348 hold that statutes requiring competitive bidding do not apply when competitive bidding would work an incongruity or not produce any advantage; and

WHEREAS, the District desires, pursuant to Education Code sections 81655, 81656, and similar statutes, to delegate authority to the District's Assistant Superintendent/Vice President of Administrative Services (or Director of Purchasing and Material Management) to execute, deliver, or otherwise negotiate the necessary contract, all subject to ratification by the Board of Trustees.

NOW THEREFORE BE IT RESOLVED by the District's Board as follows:

1. The Board finds that all of the foregoing recitals are true and correct.
2. The Board hereby finds and determines that this procurement of von Hagens Plastination anatomic specimens is required and necessary; that GuPla is the sole source for these specimens; and that competitive bidding would be impractical and offer no benefit.
3. The Board hereby approves the procurement of von Hagens Plastination anatomic specimens from GuPla, through Anatomic Excellence, LLC, in the amount of \$239,260.00.
4. The Board hereby delegates authority to the assistant superintendent/vice president of administrative services to execute and deliver any and all documents which they may deem necessary or advisable in order to execute this transaction and otherwise carry out, give effect to and comply with the terms and intent of this Resolution, all subject to ratification by the Board.

FURTHER BE IT RESOLVED, this Resolution shall be effective as of the date of its adoption until rescinded by the Board.

ADOPTED, SIGNED AND APPROVED this 20th day of November 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)

SAN DIEGO COUNTY)ss
)

I, Sunita V. Cooke, Ph.D., do hereby certify that the foregoing is a true and correct copy of Resolution No. 6-25/26, which was duly adopted by the Board of Trustees of the MiraCosta Community College District at a meeting thereof held on the 20th day of November 2025, and that it was so adopted by the following vote:



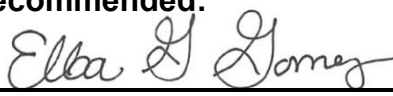
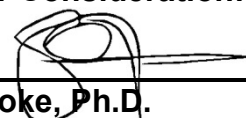
AYES:

NOES:

ABSENT:

ABSTENTIONS:

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

Subject: Adopt Resolution No. 7-25/26: Authorize Contract with Modern Campus for Integrated Software Platform Systems and Related Services	Attachment: Resolution No. 7-25/26
Category: Consent Item	Type of Board Consideration: <div style="text-align: center;">  Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="text-align: center;">  Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended:  Elba G. Gomez Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

In 2020, the district installed a specialized software platform created by Destiny One that supports the management of non-credit, workforce development, and continuing education programs at the district's Technology Career Institute (TCI) in Carlsbad. In 2021, Destiny One was subsequently acquired by Modern Campus. Modern Campus provides an integrated software platform that supports course registration, program tracking, student communications, and reporting, enhancing the experience for non-traditional learners and improving administrative efficiency and compliance. The TCI completed an operational health check in fiscal year 2025 at a cost of \$100,000 and confirmed that the Modern Campus software platform continues to align with the district's program needs, enabling its use throughout the district.

STATUS

The Purchasing Department worked with Hugh Lee, Esq. from Tao Rossini law firm to assist with this procurement. Legal counsel advised that this direct procurement is authorized pursuant to Public Contract Code section 3400(c)(2) (matching/uniformity), as the Board finds that continuing the use of the Modern Campus platform provides continuity of services and protects the district's prior investment, and competitive bidding would therefore produce no advantage. This finding is consistent with judicial precedent established in cases such as *Meakin v. Steveland* and *Los Angeles Dredging Company v. Long Beach*. Furthermore, in accordance with the district's Administrative Procedure 6340 (AP6340), all contracts valued more than the current public contract code formal bid threshold must be presented to the Board for prior approval.

The proposed agreement with Modern Campus for integrated software platform systems and related services is for a term not to exceed 36 months, starting January 19, 2026. The total contract value is \$142,929.

RECOMMENDATION

Adopt Resolution No. 7-25/26: Authorize Contract with Modern Campus for Integrated Software Platform Systems and Related Services.

MIRACOSTA COMMUNITY COLLEGE DISTRICT

RESOLUTION NO. 7-25/26

**AUTHORIZE CONTRACT WITH MODERN CAMPUS FOR INTEGRATED SOFTWARE
PLATFORM SYSTEMS AND RELATED SERVICES**

WHEREAS, in 2020, the MiraCosta Community College District (“District”) installed a specialized software platform created by Destiny One that supports the management of non-credit, workforce development, and continuing education programs at the District’s Technology Career Institute (TCI) in Carlsbad; and

WHEREAS, after installation and integration of Destiny One’s specialized software platform at TCI, Modern Campus acquired Destiny One in 2021; and

WHEREAS, Modern Campus provides an integrated software system that enables the District to manage course registrations, program tracking, student communications, and reporting that enhances the student experience for non-traditional learners while improving administrative efficiency and compliance; and

WHEREAS, in addition to the original implementation in 2020, TCI completed an operational health check in fiscal year 2025 at a cost of \$100,000 and confirmed that the Modern Campus software platform continues to align with the District’s program needs so that it can be used throughout the District; and

WHEREAS, pursuant to Public Contract Code Section 3400(c)(2), the District desires to match the software platform and related services already installed at TCI to establish a uniform integrated software platform system, thus, avoiding incompatibility issues; and

WHEREAS, since the District’s desires to match Modern Campus’ existing software platform and related services currently at TCI to other District sites, and given the District’s prior investment in implementation and optimization, there is no advantage to competitively bid procurement of the required software platform as continuing to use the Modern Campus software platform provides the District continuity of services and protects its investment; and

WHEREAS, Meakin v. Steveland (1977) 68 Cal.App.3d 490, and Los Angeles Dredging Company v. Long Beach, (1930) 210 Cal. 348, hold that statutes requiring competitive bidding do not apply when competitive bidding would work an incongruity or not produce any advantage.

NOW, THEREFORE, BE IT RESOLVED that the District’s Board of Trustees (“Board”) hereby makes the following findings:

1. The foregoing recitals are true and correct and are hereby incorporated into this Resolution by reference.
2. That an integrated software system that enables the District to manage course registrations, program tracking, student communications, and reporting that enhances the student experience for non-traditional learners while improving administrative efficiency and compliance is necessary to provide efficient services and a proper learning environment for students and staff.

3. That pursuant to Public Contract Code Section 3400(c)(2), the District desires to match the existing software platform and related services already installed at TCI to other sites to establish a uniform integrated software platform system.
4. That the District's Board finds and determines that due to the District's desire to match Modern Campus' existing software platform and related services currently at TCI, and given the District's prior investment in implementation and optimization, there is no advantage to competitively bid procurement of the required software platform.
5. That the District's Board by a majority of the vote and pursuant to Education Code sections 81655, 81656, and similar statutes, delegates authority to its Director of Purchasing, Contracts, and Material Management to directly procure, negotiate, and execute any and all agreements with Modern Campus for the required software platform and related services; execute any necessary documents; and to otherwise carry out the intent of this Resolution, all subject to ratification by the District's Board.

FURTHER RESOLVED, that the Board approves a contract with Modern Campus starting January 19, 2026, and not to exceed 36 months from this date at an annual subscription cost of \$47,643, for a total contract value of \$142,929. Any extensions or renewals shall be subject to Board's approval.

FURTHER RESOLVED, this Resolution shall be effective as of the date of its adoption until rescinded by the Board.

ADOPTED, SIGNED AND APPROVED this 20th day of November 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. 7-25/26, which was duly adopted by the Board of Trustees of the MiraCosta Community College District at a meeting thereof held on the 20th day of November 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. 9-25/26 Designate Authorized Agents for Purchase Orders, Bids, and Contracts	Attachment: Resolution No. 9-25/26
Category: Consent Item	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended: Elba G. Gomez Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration: Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The Board of Trustees has adopted Board Policy 6100 and Administrative Procedure 6100 governing delegation of authority for Business and Administrative Services, and Board Policy 6150 and Administrative Procedure 6150 governing the designation of authorized signatures to provide the framework for official delegation of signature authority within the district.

STATUS

Following recent retirements, it is necessary to revise and update the authorized agents of the MiraCosta Community College District, designating the individuals holding the following positions as authorized agents to act on behalf of the district regarding purchase orders, bids, and contracts:

- Sunita V. Cooke, Ph.D., Superintendent/President
- Elba Gomez, Vice President of Administrative Services
- Mina Hernandez, Director of Purchasing and Material Management

RECOMMENDATION

Approve Resolution No. 9-25/26 Designate Authorized Agents for Purchase Orders, Bids, and Contracts.

MIRACOSTA COMMUNITY COLLEGE DISTRICT

**RESOLUTION NO. 9-25/26
DESIGNATE AUTHORIZED AGENTS FOR PURCHASE ORDERS, BIDS,
AND CONTRACTS**

WHEREAS, the Board of Trustees has adopted Board Policy 6100 and Administrative Procedure 6100 governing delegation of authority for Business and Administrative Services, and Board Policy 6150 and Administrative Procedure 6150 governing the designation of authorized signatures to provide the framework for official delegation of signature authority within the district;

WHEREAS, due to recent retirements, it is necessary to revise and update the authorized agents of the MiraCosta Community College District; and

WHEREAS, the Board wishes to designate individuals holding the following positions as authorized agents to act on behalf of the district regarding purchase orders, bids, and contracts:

- Sunita V. Cooke, Ph.D., Superintendent/President
- Elba Gomez, Vice President of Administrative Services
- Mina Hernandez, Director of Purchasing and Material Management

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of the MiraCosta Community College District that the persons holding the above positions are hereby designated as the district's authorized agents with full authority to execute purchase orders, solicit bids, and enter into contracts on behalf of the district, consistent with applicable policies and procedures.

DATED, SIGNED AND APPROVED this 20th day of November 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. 9-25/26, which was duly adopted by the Board of Trustees of the MiraCosta Community College District at a meeting thereof held on the 20th day of November 2025, and that it was so adopted by the following vote:






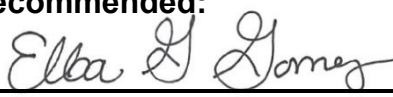
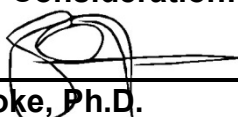
AYES:

NOES:

ABSENT:

ABSTENTIONS:

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

Subject: Approve Award of Special Services Agreement to TeamCivX	Attachment: <u>TeamCivX Service Agreement</u>
Category: Consent Item	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:  Elba G. Gomez Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The Administrative Services Division seeks specialized consulting services to support the assessment of district residents' sentiments regarding the District, the Measure MM building program, and future needs of the district. TeamCivX, partnering with True North Research, have been identified to provide this essential guidance. These firms offer specific expertise in survey research, public opinion analysis, feasibility assessment, and strategic advice. This specialized knowledge, which includes the scientific methodology required for accurate public opinion polling and assessing future support, is crucial.

STATUS

In accordance with California Government Code 53060, the district is authorized to contract with and employ people for the furnishing of special services and advice in financial, economic, accounting, engineering, legal, or administrative matters, provided such persons are specially trained, experienced, and competent to perform the required special services.

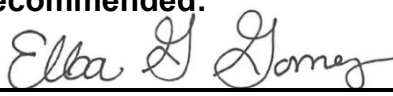

The services under this agreement include comprehensive feasibility and strategic guidance. Phase One encompasses conducting polling, demographic assessment and analysis, and providing strategic recommendations to help the Board of Trustees. The agreement also provides for subsequent support in public information efforts. The decision to proceed with services beyond Phase One, is dependent upon the board's subsequent approval.

The total cost for this agreement covers all specialized consulting services, the scientific survey of district residents, informational materials, and reimbursable expenses, for a total contract value of \$191,500.

Funds have been identified in the Administrative Services Division budget.

RECOMMENDATION

Authorize the assistant superintendent/vice president of administrative services to proceed with the agreement with TeamCivX in an amount contract value of \$191,500.

Subject: Approve Purchase for Audio-Visual Equipment for Communication Hub, Equity Village and Student Center project (3000 Series Buildings)	Attachment: None
Category: Consent Item	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent <input checked="" type="checkbox"/> Action <input type="checkbox"/>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 <input checked="" type="checkbox"/> Goal 2 <input type="checkbox"/> Goal 3 <input checked="" type="checkbox"/> Goal 4 <input checked="" type="checkbox"/>
Recommended:  Elba G. Gomez Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

As part of the Measure MM Bond Program, the purchasing of furniture, fixtures, and equipment ("FF&E") are needed in association with new construction and renovation projects. These FF&E items, specifically Audio-Visual Equipment and miscellaneous components, have been identified as necessary equipment for the Communication Hub, Equity Village and Student Center Project (3000 Series Buildings) at the Oceanside Campus.

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 CMAS EXTRON 3-16-232B, CMAS 3-21-11-1009, FCCC Contract No. C000000886546, Customer Agreement #2018-000068/00004206, College Buys-CSU Master Agreement #00004442, CMAS 3-16-70-2382B, CMAS Contract 3-23-09-1043 for the purchase of specific items at the lowest cost and best overall value for the district purchases.

The total FF&E purchases have been identified at a cost of \$850,000.00 including sales tax and are detailed below:

Project Name	Estimated Cost	Supplier
Communication Hub, Equity Village and Student Center project (3000 Series Buildings)	\$650,000	EKC
Communication Hub, Equity Village and Student Center project (3000 Series Buildings)	\$200,000	Dell

Funds for equipment are budgeted within the district's fund 43 budget.

RECOMMENDATION

Approve Purchase for Audio-Visual Equipment for Communication Hub, Equity Village and Student Center project (3000 Series Buildings) and authorize the assistant superintendent/vice president of administrative services to proceed with the procurement with CMAS EXTRON and College Buys-CSU Master Agreement specified FF&E purchases in an amount not to exceed \$850,000.

Subject: Ratify and Approve Contracts and Purchase Orders	Attachment: Contract and Purchase Order Ratification List
Category: Consent Item	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended: Elba G. Gomez Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration: 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
September 20, 2025 – October 20, 2025**

In accordance with Board Resolutions #13-10/11 and #14-10/11, the following public works transactions were procured in compliance with the California Uniform Public Construction Cost Accounting Act (CUPCCAA) per PCC §220000 et seq.

CUPCCAA POs from \$5,000 – \$200,000			
PO #	Vendor	Description	Amount
25004317	Climatec LLC	Replacement VFD Drives (Fac)	\$34,236.00
25004479	Schindler Elevator Corporation	OC 14 Elevator Repairs (Fac)	\$33,904.00
25004438	Weiland and Associates, Inc.	Irrigation and Landscape Repair (Fac)	\$24,500.00
25004542	J.P. Weiman Construction, Inc.	OC 4300 OFFICE UPGRADES (Fac)	\$22,323.00
25004464	J.P. Weiman Construction, Inc.	OC 1000 OFFICE UPGRADES (Fac)	\$22,033.00
25004503	WSP USA Buildings Inc.	Replacement Access Control and Video Surveillance on a single building (Fac)	\$8,388.00
25004401	ABC School Equipment Inc	Replace chalkboards with whiteboards for automotive technology classrooms (Fac)	\$6,414.00
25004414	NSWC Mechanical Service LLC	Chiller repairs - tube plugging (Fac)	\$5,128.00

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
25004186	Instructure Inc	Software (Instruct Serv)	\$53,962.63
25004499	Nth Generation Computing	Software Renewal (ITS)	\$43,575.00
25004238	TK Elevator Corp	Contract Services (Fac)	\$31,680.00
25004454	Cart Mart Inc	Equipment (Fac)	\$28,161.42
25004510	Follett Higher Education Group, LLC	Supplies (Fin Aid)	\$25,944.79

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
25004420	4imprint	Supplies (EOPS)	\$21,494.94
25004345	Nick Schrock	Contract Services (Strong Work)	\$20,000.00
25004502	Crystal Nasio	Contract Services (Nurs)	\$19,975.00
25004511	CD Advantage Group	Software Renewal (Student Supp)	\$19,000.00
25004535	Snap-on Inc	Equipment (Fac)	\$18,641.56
25004209	JoVE	Library E-Services (Lib)	\$17,500.00
25004306	PREMIUM OUTLET PARTNERS	Contract Services (PIO)	\$17,146.00
25004201	Nicolas Swain	Contract Services (Fac)	\$16,200.00
25004303	Sarah Burns	Consulting (Career Ed)	\$15,000.00
25004545	Rebecca Smith	Consulting (Career Ed)	\$15,000.00
25004567	Grand Pacific Carlsbad Hotel, LP	Facility Rental (Foundation)	\$12,121.59
25004555	Institute for Evidence Based Change	Contract Services (HR)	\$11,250.00

25004429	Medical Shipment LLC	Supplies (Nurs)	\$10,359.25
25004293	Alchemer LLC	Software Renewal (ITS)	\$10,000.00
25004498	Southland Technology	Contract Services (ITS)	\$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
25004283	Big Tree Capital Partners, LLC	Software Renewal (Foundation)	\$8,690.00
25004213	Terryberry	Supplies (Nurs)	\$8,643.76
25004228	Feeding the Soul Foundation	Food (Std Svcs)	\$8,427.03
25004455	Aztec Containers	Equipment (Fac)	\$8,405.61
25004299	American Chemical Society	eResource Subscription (Lib)	\$8,340.00
25004598	Southwest Offset Printing	Printing (PIO)	\$8,250.91
25004217	Academy Association Inc	Supplies (Career Ed)	\$7,337.41
25004341	Modern Campus USA, Inc.	Software Renewal (PIO)	\$6,825.00
25004272	Amazon (Punchout)	Supplies & Equipment (Workforce Dev)	\$6,690.14
25004487	Carolina Biological Supply Co	Equipment (Chem)	\$6,365.10
25004382	Ventek International	Contract Services (Pol)	\$5,775.00
25004540	GoEngineer, LLC	Software Renewal (Workforce Dev)	\$5,760.00
25004482	Hudson Printing	Bulk Mail (Adult Ed)	\$5,503.90
25004565	Waxie Punchout	Supplies (Fac)	\$5,458.12
25004329	San Marcos Deli	Food (Career Ed)	\$5,197.63
25004200	Andre Hilstock	Maintenance Agreement (Fac)	\$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: \$684,607.79			
Ratify MCC purchase orders 25004195 through 25004628			

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 #	Supplier	Description	Amount
25000174_SCON	San Diego County Superintendent of Schools	San Diego County Office of Education Research with COE	\$80,000.00
25000172_SCON	Foundation for Grossmont and Cuyamaca Colleges	K-16 Collaborative Grant	\$65,520.00
25000173_SCON	Yosemite Community College District, Child Development Training Consortium	Child development training consortium 2025-2026 instructional agreement	\$20,700.00
25000171_SCON	State Board for Community and Technical Colleges	SBCTC - eTutoring WeTC Participation Agreement	\$4,000.00
25000164_SCON	Futures Abroad International Inc	MOU Futures Abroad International, Inc.	\$0.00

25000165_SCON	Studee Ltd	Studee International Student Recruitment Consulting Agreement	\$0.00
25000166_SCON	SCIAC	SCCCD Partnership Resource Team Consulting Agreement	\$0.00
25000167_SCON	California State University San Marcos	CSUSM - MCC - CDC	\$0.00
25000169_SCON	San Diego State University (SDSU)	SDSU - MOU for Passport Services	\$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
25000186_SCON	San Diego Turkish Music	Civic Center - Turkish Concert	\$2,959.00
25000187_SCON	San Diego Regulatory Affairs Network	Civic Center - RAC Exam Workshop	\$682.00
25000190_SCON	SoCal Frozen	Food Vendor for SAN DDLM 2025	\$0.00
25000179_SCON	Fruity Fruits	Food Vendor for DDLM SAN 2025	\$0.00
25000177_SCON	Cocina del Carmen Inc.	Food Vendor for DDLM SAN 2025	\$0.00
25000178_SCON	Lonchera de Rojas	Food Vendor for DDLM SAN 2025	\$0.00
25000184_SCON	Gorditas Queretanas	Food Vendor for SAN DDLM 2025	\$0.00

Capital Improvement Program Contract and Purchase Order Ratification List September 20, 2025 - October 20, 2025

In accordance with Board Resolutions #13-10/11 and #14-10/11, the following public works transactions were procured in compliance with the California Uniform Public Construction Cost Accounting Act (CUPCCAA) per PCC §220000 et seq.

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

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

POs Greater Than \$25,000			
PO #	Vendor	Description	Amount
25004333	NV5 Inc.	04255 – Sinkhole Geotechnical Services (SAN)	\$68,275.25
25004597	SpaceSaver Intermountain	04205 – 3000 Series Buildings - Shelving for the 3400 Club Room (OCN)	\$60,650.61
25004270	Division of the State Architect	04203 – Student Services Building - DSA Certification Fees (OCN)	\$32,207.00

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
25004252	Parron Hall Office Interiors	04237 – 4500 Building – Swing Space Furniture (OCN)	\$16,930.95
25004551	VWR International LLC	04237 – 4500 Building – Swing Space Laboratory Incubator (OCN)	\$16,504.91

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.



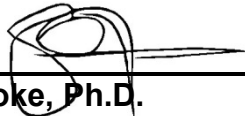
POs from \$0 - \$9,999			
PO #	Vendor	Description	Amount
25004251	ePlus Technology, Inc.	04237 – 4500 Building – Swing Space Network Switch (OCN)	\$9,832.35
25004400	Aztec Containers	04237 – 4500 Building - Procurement of a 40-foot Storage Container (OCN)	\$8,405.61
25004550	Air Science USA LLC	04237 – 4500 Building – Self Ventilated Cabinet for Anatomy (OCN)	\$8,297.36
25004543	Southland Electric, Inc.	04202 – Chem Building – Install 20A Outlet (OCN)	\$1,887.00
25004588	Communications Wiring Specialist, Inc.	04237 – 4500 Building – 7000 IT Rack Rework (OCN)	\$1,791.00
25004256	Division of the State Architect	04203 – Student Services Building – DSA Certification Fees (OCN)	\$665.92

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: \$225,447.96			
Ratify Purchase Orders - 2500, 4333, 4597, 4270, 4252, 4551, 4251, 4400, 4550, 4543, 4588, 4256			

Subject: Establish Date and Time of Annual Organizational Board Meeting	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
	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND




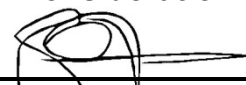
Education Code sections 35143 and 72000 provide that the 2025 organizational meeting shall be held between December 10 and December 24, inclusive, and the day and time for the annual organizational meeting shall be selected by the Board of Trustees at its regular meeting held immediately prior to December 1, unless otherwise provided by rule of the Board of Trustees.

STATUS

Annual organizational meetings have historically been held on the same day of the week as regular board meetings, which this year would be Thursday, December 18, 2025, at 4 p.m.

RECOMMENDATION

Approve Thursday, December 18, 2025, at 4 p.m. as the date and time of the annual organizational board meeting.

Subject: Adopt Resolution No. 5-25/26: Appoint Representatives to the Retiree Health Benefits Joint Powers Agency (JPA)	Attachment: Resolution No. 5-25/26
Category: Action Item	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent  Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3  Goal 4 </div>
Recommended:  Elba G. Gomez Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

On April 24, 2007, the Board of Trustees through Resolution No. 18-07 authorized participation in the Retiree Health Benefits Joint Powers Agency (JPA), designating the individual serving in the position of Vice President of Business and Administrative Services to be the representative of the district to serve as a member of the governing board of the JPA, and the individual serving in the position of Director of Fiscal Services to serve on behalf of the district as the alternate member to the governing board of the JPA. In 2019, the Vice President of Human Resources position was created, removing Human Resources, Risk Management, and Payroll from the responsibility of the Vice President of Business and Administrative Services and retitling that position to Vice President of Administrative Services.

STATUS

With the retirements of Tim Flood, Vice President, Administrative Services, and Katie White, Director, Fiscal Services, both the JPA representative and alternate representative for the district became vacant. By virtue of their positions, Elba Gomez, Assistant Superintendent/Vice President, Administrative Services and Dung Le, Director, Fiscal Services are recommended to be assigned as the JPA representative and alternate, respectively.

RECOMMENDATION

Adopt Resolution No. 5-25/26: Appoint Representatives to the Retiree Health Benefits Joint Powers Agency (JPA).

MIRACOSTA COMMUNITY COLLEGE DISTRICT

**RESOLUTION NO. 5-25/26
APPOINT REPRESENTATIVES TO THE
RETIREE HEALTH BENEFITS JOINT POWERS AGENCY (JPA)**

WHEREAS, the MiraCosta Community College District is a member of the Retiree Health Benefits Joint Powers Agency (JPA) established to provide retiree health benefits; and

WHEREAS, the Board of Trustees previously appointed representatives to the JPA who have since retired; and

WHEREAS, it is necessary to appoint new representatives to serve as the authorized agents of the district to represent its interests in the JPA; and

WHEREAS, the board, through resolution 18-07 designated the individual serving in the position of Vice President of Business and Administrative Services to be the representative of the district to serve as a member of the governing board of the JPA, and the individual serving in the position of Director of Fiscal Services to serve on behalf of the district as the alternate member to the governing board of the JPA; and

WHEREAS, in 2019, the Vice President of Human Resources position was created, removing Human Resources, Risk Management, and Payroll from the responsibility of the Vice President of Business and Administrative Services and retitling that position to Vice President of Administrative Services;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the MiraCosta Community College District hereby appoints the following individuals as its authorized representatives to the JPA, effective immediately:

- Primary Representative: Elba Gomez, Assistant Superintendent/Vice President, Administrative Services
- Alternate Representative: Dung Le, Director, Fiscal Services

BE IT FURTHER RESOLVED that these representatives are hereby authorized and empowered to act on behalf of the district in all matters related to the JPA, including but not limited to attending meetings, voting on matters before the JPA, and executing documents necessary for the administration and operation of retiree health benefits.

DATED, SIGNED AND APPROVED this 20th day of November 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. 5-25/26, which was duly adopted by the Board of Trustees of the MiraCosta Community College District at a meeting thereof held on the 20th day of November 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. 10-25/26: Dissolve the Irrevocable Trust Investment Board	Attachment: Resolution No. 10-25/26
Category: Action Item	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent Action  </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 Goal 4  </div>
Recommended:  Elba G. Gomez Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

On June 19, 2007, the Board of Trustees adopted Resolution No. 27-06/07 authorizing the establishment of a Retirement Board. This resolution approved both the district's participation in a Joint Powers Authority (JPA) for management of Other Post Employment Benefits (OPEB) investments and the creation of a local trust board meant to oversee related activities. On November 17, 2009, the board adopted Resolution No. 5-09/10 renaming the Retirement Board to the Irrevocable Trust Investment Board to more accurately reflect its purpose.

Because participation in the JPA already fulfills the required investment management, policy compliance, and reporting functions, the establishment of a separate trust board was unnecessary from the outset. The trust board's inclusion of Academic Senate and Classified Senate representatives was intended to reflect employee input on working conditions; however, OPEB administration is a fiscal matter, not subject to collective bargaining.

Oversight responsibilities, including investment monitoring, policy compliance, and reporting, are effectively fulfilled by the JPA in coordination with the district's Administrative Services Division. Maintaining a separate body would duplicate these functions, as fiscal transparency and accountability are ensured through existing financial oversight practices. Accordingly, the duties and responsibilities of the Irrevocable Trust Investment Board can be carried out through existing district governance and administrative processes.

STATUS

Adoption of Resolution No. 10-25/26 would dissolve the Irrevocable Trust Investment Board and transfer all related records, responsibilities, and functions to the district's Administrative Services Division, under the oversight of the Superintendent/President or designee, to ensure continuity of reporting, compliance, and investment management. To maintain formal oversight

and transparency within the district's governance structure, an annual informational report on the status and strategy of the Other Post Employment Benefits (OPEB) trust fund investments will be presented to the Budget and Planning Committee (BPC). Assigning this responsibility to the BPC aligns trust fund reporting with the committee's existing role in long-term financial planning and fiscal transparency.

The Irrevocable Trust Investment Board, composed of the district's designated JPA member and alternate and the Academic Senate and Classified Senate presidents, is recommending dissolution. Faculty Assembly and Classified Senate were provided with information about the proposed transition.

RECOMMENDATION

Adopt Resolution No. 10-25/26: Dissolve the Irrevocable Trust Investment Board.

MIRACOSTA COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 10-25/26
DISSOLVE THE IRREVOCABLE TRUST INVESTMENT BOARD

WHEREAS, on June 19, 2007, the MiraCosta Community College District Board of Trustees adopted Resolution No. 27-06/07 authorizing the establishment of a Retirement Board relating to the District's participation in a retiree health benefit program; and

WHEREAS, on November 17, 2009, the Board of Trustees adopted Resolution No. 5-09/10, renaming the Retirement Board as the Irrevocable Trust Investment Board to more accurately reflect its purpose; and

WHEREAS, the Board of Trustees has determined that the District's participation in the Joint Powers Authority (JPA) retiree health benefit program and related investment activities no longer requires the existence of a separate committee, and that the duties and responsibilities of the Irrevocable Trust Investment Board can be carried out through existing District governance and administrative processes.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the MiraCosta Community College District hereby formally dissolves the Irrevocable Trust Investment Board, originally established by Resolution No. 27-06/07 and subsequently renamed by Resolution No. 5-09/10.

BE IT FURTHER RESOLVED that all records, responsibilities, and functions previously assigned to the Irrevocable Trust Investment Board shall be transferred to the District's Administrative Services Division, under the oversight of the Superintendent/President or their designee, to ensure continuity of reporting, compliance, and investment management.

BE IT FURTHER RESOLVED that notwithstanding the transfer of operational responsibilities to the Administrative Services Division, annual reports on the status and strategy of the trust fund investments shall be presented to the Budget and Planning Committee to maintain formal oversight and transparency.

ADOPTED, SIGNED AND APPROVED this 20th day of November 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. **10-25/26** which was duly adopted by the Board of Trustees of the MiraCosta Community College District at a meeting thereof held on the 20th day of November 2025, and that it was so adopted by the following vote:






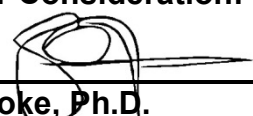
AYES: _____

NOES: _____

ABSENT: _____

ABSTENTIONS: _____

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

Subject: Board Policy 3725 – Information and Communications Technology Accessibility and Acceptable Use	Attachment: Board Policy 3725 – Information and Communications Technology Accessibility and Acceptable Use
Category: Board Policies – Second Read	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 new Board Policy 3725 – Information and Communications Technology Accessibility and Acceptable Use has been completed and approved by College Council. The policy is now presented for adoption by the board.

RECOMMENDATION

Adopt Board Policy 3725.






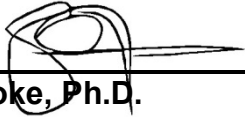
The governing board shall ensure equal access to instructional materials and information and communication technology (ICT) for all and particularly for individuals with disabilities, in a timely manner.

As it relates to equally effective alternative access to instructional materials and ICT, timely manner means that the individual with a disability receives access to the instructional materials or ICT at the same time as an individual without a disability.

The superintendent/president shall establish administrative procedures to comply with the requirements specified in Section 508 of the Rehabilitation Act and its implementing regulations.

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

Adoption History:	XX/XX/25
Periodic Review:	-
Reference Update:	-
References:	Government Code Sections 7405, 11135, and 11546.7; Section 504, Rehabilitation Act of 1973 (29 U.S. Code Section 701); Section 508, Rehabilitation Act of 1973 (Federal Electronic and Information Technology) (29 U.S. Code Section 794d); 36 Code of Federal Regulations Parts 1194.1 et seq
CCLC Update:	#34, 3/19; #38, 4/21
Steering:	VPAS/VPHR/VPSS / N/A

Subject: Board Policy 5035 – Withholding of Student Records	Attachment: Board Policy 5035 – Withholding of Student Records
Category: Board Policies – Second Read	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






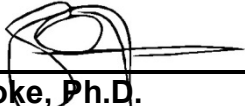
A review of edits to Board Policy 5035 – Withholding of Student Records has been completed and approved by College Council. The policy is now presented for adoption by the board.

RECOMMENDATION

Adopt Board Policy 5035.

Students or former students who have been provided with written notice that they have failed to pay a proper financial obligation ~~may shall~~ have ~~diplomas and~~ registration privileges withheld.

See Administrative Procedure 5035.

Subject: Board Policy 4070 – Course Auditing	Attachment: Board Policy 4070 – Course Auditing
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

Edits to Board Policy 4070 – Course Auditing have been completed and approved by College Council. The policy is now presented for a first read by the board.

RECOMMENDATION

For information only.

~~Students may not audit courses.~~

Individuals may audit courses that have been designated by the College as eligible for auditing.






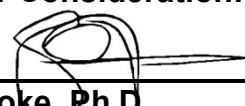
The fee for auditing courses shall be \$15 per unit.

Students enrolled in 10 or more credit units can audit up to 3 semester units of coursework for free. This can include one 3-unit course or a combination of courses totaling no more than 3 units. Any course that exceeds 3 units requires paying the full \$15 per unit fee as courses cannot be partially audited.

Auditors do not have enrollment priority over those taking a course for credit.

No auditor shall be permitted to change their enrollment status to receive credit for the course.

Classroom attendance of students auditing a course shall not be included in computing the apportionment due to a community college district.

Subject: 2026 Board of Trustees Meeting Schedule	Attachment: Draft 2026 Board of Trustees Meeting Schedule
Category: 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: <u>mcc_mission_statement.pdf (miracosta.edu)</u>	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

Each year, the meeting schedule for the upcoming calendar year is developed in accordance with San Diego County of Education requirements and presented to the board of trustees for review and approval. Traditionally, board meetings are scheduled on the third Thursday of the month when possible, while also working around federal holidays, campus closures, major religious holidays, and conferences.

STATUS

The proposed board meeting schedule for 2026 is now presented for a first read by the board and will be presented for a second read and adoption by the board at its December organizational meeting.

RECOMMENDATION


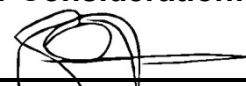
For information only.



*****DRAFT*** 2026 BOARD OF TRUSTEES MEETING SCHEDULE**

Date – 2026		Board Meeting	Location
Thu. Jan. 15	2-6 p.m.	Board Workshop	Oceanside Campus
Thu. Jan. 22	4 p.m.	Business Meeting	Oceanside Campus
Thu. Feb. 5	2-4 p.m.	Board Workshop	Oceanside Campus
Thu., Feb. 19	4 p.m.	Business Meeting	Oceanside Campus
Thu., Mar. 12	1:30 p.m. 4 p.m.	Board Workshop and Business Meeting	San Elijo Campus
Thu., Apr. 16	4 p.m.	Business Meeting	Community Learning Center
Thu., May 7	4 p.m.	Workshop	Oceanside Campus
Thu., May 14	4 p.m.	Business Meeting	Oceanside Campus
Thu., June 11	4 p.m.	Budget Workshop	Oceanside Campus
Thu., June 25	4 p.m.	Business Meeting	Oceanside Campus
Thu., July 16	4 p.m.	Business Meeting	Oceanside Campus
Thu., Aug. 20	4 p.m.	Business Meeting	Oceanside Campus
Thu., Sept. 3	4 p.m.	Board Workshop	Oceanside Campus
Thu., Sept 10	4 p.m.	Business Meeting	Oceanside Campus
Thu., Oct. 15	4 p.m.	Business Meeting	San Elijo Campus
Thu., Nov. 5	4 p.m.	Workshop	Community Learning Center
Thu., Nov. 19	4 p.m.	Business Meeting	Oceanside Campus
<u>TBD Dec. 17</u>	4 p.m.	Organizational Meeting	Oceanside Campus
Date – 2027 (Tentative)		Board Meeting	Location
Thu., Jan. 21	4 p.m.	Business Meeting	Oceanside Campus
Thu., Feb. 18	4 p.m.	Board Workshop and Business Meeting	Oceanside Campus
Thu., Mar. 18	4 p.m.	Board Workshop and Business Meeting	San Elijo Campus
Thu., Apr. 15	4 p.m.	Business Meeting	Community Learning Center
Thu., May 6	4 p.m.	Workshop	Oceanside Campus
Thu., May 20	4 p.m.	Business Meeting	Oceanside Campus

For approval by the Board of Trustees on December 18, 2025.

Subject: Report Update of Emergency Declaration and Emergency Actions to Elevator Repair at the Oceanside Campus Building 14 Student Services	Attachment: None
Category: Information Items	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>
Recommended:  Elba G. Gomez Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

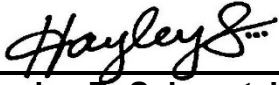
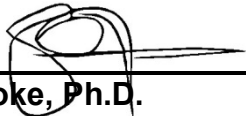
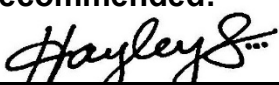
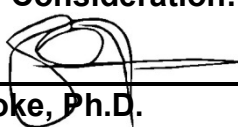
Resolution No. 4-25/26 was approved at the October 16, 2025, board meeting to authorize the superintendent/president to declare an emergency and to take emergency actions in accordance with Public Contract Code §22050.

The incident took place on September 8, 2025. On the afternoon of September 8, 2025, the elevator in Building 14 (Student Services) at Oceanside campus became stuck between floors while occupied. The elevator doors could not be opened to release the individuals inside. MiraCosta College Police promptly contacted the Oceanside Fire Department for assistance. After multiple unsuccessful attempts to lower the elevator, the fire department was forced to use jaws of life equipment to open the doors and safely evacuate the occupants. While the rescue was successful, the operation caused significant damage to the elevator doors, which now require full replacement. This elevator serves to provide the primary ADA access to the main level of the Oceanside campus.

STATUS

On September 11, 2025, Schindler Elevator Corporation in San Diego, CA, who installed the elevator during the construction of the Student Services building, conducted a damage assessment and determined that the cost of the repairs would be approximately \$33,818.13. All the known parts that need to be replaced have been ordered and the repair is scheduled to occur in mid-December 2025. Barring any unforeseen conditions, the repairs should be completed by December 31, 2025.

RECOMMENDATION

Subject: Sunshine the MiraCosta College Academic Associate Faculty CCA/CTA/NEA Initial Proposal to the MiraCosta Community College District for the Contract to Commence July 1, 2026	Attachment: None
Category: Information	Type of Board Consideration: <div style="text-align: center;">  </div> <div style="display: flex; justify-content: space-around;"> Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="text-align: center;">  </div> <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended:  <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 collective bargaining agreement between the district and the MiraCosta College Academic Associate Faculty ("MCCAFAF") expires on June 30, 2026.

As required by Government Code § 3547, the MCCAFAF's initial proposal for a new agreement must be presented at a public meeting and the public has to be given a chance to comment on the proposal.

STATUS



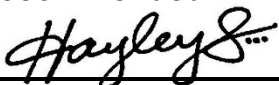
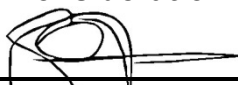
The MCCAFAF intends to negotiate changes in the terms and conditions of employment contained in the following articles of the agreement with the MiraCosta College Community District to commence on July 1, 2026.

- Article 1 Agreement and Recognitions: Include EOPS and Counselors in the unit.
- Article 2 Rights of the Association: Provide compensated time for all negotiations between the parties. Increase the number of weekly compensated hours for association work.
- Article 5 Dues Deductions: Develop dues deduction system to reflect shorter than a semester work schedules; Increase frequency of the District providing unit member information to the Association.

- Article 7 Workload Scheduling and Reemployment Preference: Eliminate use of LHE throughout the CBA; Improve scheduling process to honor the work of associate faculty by increasing the available minimum load; Define process for termination
- Article 8 Working Conditions/Support Services: Ensure faculty have full access to all necessary items, supplies, and spaces to serve students.
- Article 9 Evaluation Procedures: Clarify observer access process for online evaluation; Provide training to evaluators and observers to ensure a quality faculty and student experience.
- Article 11 Office Hours: Offer equitable compensation for office hours and for student success. Add paid office hours for summer and winter sessions.
- Article 12 Salary Schedule and Placement: Improve salary and salary procedures to achieve parity with full time faculty.
- Article 13 Health Benefits: Create plan that optimizes state reimbursement to the district for providing quality health insurance to unit members and their families. Include other health and welfare benefits which are available to other employees.
- Article 15 Sick Leave: Provide paid parental leave.
- Article 17 Assigned Time: Offer equitable compensated hours for faculty assigned to standing collegial governance committees.
- Article 18 Grievances: Addition of binding arbitration.

RECOMMENDATION

For Information only.

Subject: Sunshine the MiraCosta Community College District Initial Proposal to the MiraCosta College Academic Associate Faculty CCA/CTA/NEA for the Contract to Commence July 1, 2026	Attachment: None
Category: Information	Type of Board Consideration: <div style="text-align: center;">  Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="text-align: center;">  Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended:  <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 collective bargaining agreement between the district and the MiraCosta College Academic Associate Faculty expires on June 30, 2026.

As required by Government Code § 3547, the district's initial proposal for a new agreement must be presented at a public meeting, the public has to be given a chance to comment on the proposal, and the Board of Trustees has to adopt the proposal at a public meeting. This process is generally done in three steps: (1) in a closed session on negotiations, what the district anticipates proposing is discussed and agreed upon; (2) at a board meeting, the district presents the initial proposal publicly to the board as an information item; and, (3) the proposal is put on the next board agenda for public comment and board approval.

STATUS

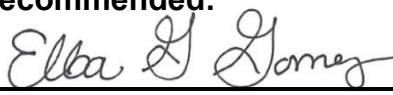

The district intends to negotiate changes in the terms and conditions of employment contained in the following articles of the agreement with the MiraCosta College Academic Associate Faculty for the contract period to commence on July 1, 2026.

Article 7 Workload and Scheduling Priority: Negotiate changes to online education instructional requirements to teach hybrid or online courses; negotiate changes to scheduling priority procedures, including grounds for termination; negotiate honors, work experience, and internships compensation.

- Article 8 Working Conditions/Support Services: Update language to reflect current processes and procedures.
- Article 9 Evaluation Procedures: Revise evaluation procedures for associate faculty, including online evaluation procedures, training requirements, evaluative assessment criteria and updated forms.
- Article 11 Office Hours: Clarify language related to reporting office hours and compensation; revise language related to non-classroom office hours.
- Article 12 Salary Schedule and Placement: Negotiate changes to the salary schedule and salary placement, including break in service.
- Article 15 Leaves of Absence: Add procedure for reporting absences for online education.
- Article 16 Professional Growth (FLEX): Negotiate compensation related to FLEX obligations.
- Article 20 Term: Term of agreement.

RECOMMENDATION

For Information only.

Subject: First Quarter Fiscal Report (Investment and 311Q)	Attachment: Quarterly Report on Cash and Investments
Category: Information 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:  Elba G. Gomez Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

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

STATUS

The first quarter report for the period ending September 30, 2025, is attached. The Quarterly Report of Investments includes both district funds within the County Pooled Investments and proprietary and fiduciary funds held by the district.

1. The total year revenue projection is \$177.2 million, the same as the adopted budget. Revenue through September 30th was \$12.1 million, 6.8 percent of budget; the first major property tax revenue will be in December 2025.
2. The total year expense projection is \$177.2 million, the same as the adopted budget. Expenses through September 30th were \$39.5 million, 22.3 percent of the adopted budget, with 25 percent through the year.

3. The Unrestricted General Fund balance (Reserves) fiscal year-end projection remains the same as adopted budget at 24.0 percent (2.9 months) of annual expenses, above the 17 percent reserves (2 months) policy.
4. The cash balance for period end September 30, 2025, held at the San Diego County Treasury was \$164.7 million from the following funds:
 - \$33.3 million for General Funds, Fund 11 (unrestricted) Fund 12 (restricted)
 - \$43.7 million for the Capital Outlay Fund 41
 - \$82.8 million for the General Obligation Bond Fund 43
 - \$3.2 million for the Debt Service, Fund 29
 - \$1.7 million for Fund 61-Self Insurance and fund 73-Student Center Fees
5. The cash balances for the period ending September 30, 2025, held at local banks were \$3.5 million for financial aid & scholarships, cash clearing, auxiliary funds (bookstore, cafeteria,) and student accounts (ASG and clubs).
6. The OPEB (Other Post Employment Benefit) trust balance for the period ending September 30, 2025, was \$40.9 million, with a funded liability ratio of 139.1 percent. The OPEB Total liability from the June 30, 2025, Interim Valuation report was \$29,435,126 OPEB liability.

RECOMMENDATION

For information only.

FROM: Elba Gomez, Assist Superintendent/Vice President, Administrative Services

DATE: November 25, 2025

TO: Dr. Sunita Cooke, Superintendent/President

SUBJECT: District's Cash and Investment Report status, September 30, 2025

The district's total cash and investment status report. The Other Post-Employment Benefit (OPEB) Trust Investment account is an irrevocable trust and can only be used for the Retiree Health benefit costs. The 2023 LRB Trust Fund is for the capital projects defined in the LRB.

Actual-to-Budget, CCFS Quarterly Financial Status Report

Amount

Revenues

·	FY26 Adopted Budget	\$177,214,965
·	FY26 Projected Budget	\$177,214,965
·	FY26 Actual as of September 30, 2025	\$12,051,153
·	FY26 Actual YTD to Projected Budget	6.8%

Expenses

·	FY26 Adopted Budget	\$177,214,965
·	FY26 Projected Budget	\$177,214,965
·	FY26 Actual as of September 30, 2025	\$39,505,845
·	FY26 Actual YTD to Projected Budget	22.3%

Cash Deposits and Investments, Quarterly Report of Investments

Balance,
9/30/2025

·	Total Cash in the County pooled investment fund (combined funds)	\$164,710,906
	Detail by Fund below:	
	o General Fund 11 & 12	\$33,303,187
	o Capital Outlay Fund 41	\$43,709,428
	o General Obligation Bond Fund 43	\$82,757,793
	o Debt Service Fund 29	\$3,203,174
	o All Other Funds (Fund 61-Self Ins, Fund 73-Student Ctr	\$1,737,323
Fees)	o Rate of Return Fiscal YTD	0.94%
·	Cash in bank deposits	\$3,548,985
	o Rate of Return	NA
·	Cash in Money Market instruments (Bookstore Fund)	\$0
	o Rate of return	0.05%

OPEB Irrevocable Trust Fund (For Retiree Health Benefits)

·	Balanced Fund Portfolio	\$40,930,097
	o Rate of Return Fiscal YTD (Annual Target 5.5%)	
	o Funded Accrued Liability	139.1%

2023 Lease Revenue Bond (LRB) Trust Fund

·	Capital Outlay Fund 41 for LRB defined projects (Statement as of 7/31/2025)	\$53,203,012
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TOTAL ALL FUNDS

\$262,393,000



Quarterly Data

MIRACOSTA

Fiscal Year: 2025-2026

Quarter Ended: (Q1) September 30, 2025

I. Unrestricted General Fund Revenue, Expenditure and Fund Balance

		As of June 30 for the fiscal year specified			
Line	Description	Actual 2022-2023	Actual 2023-2024	Actual 2024-2025	Projected 2025-2026
A.	Revenues				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	153,199,038	164,981,716	171,571,101	177,154,965
A.2	Other Financing Sources (Object 8900)	1,776,173	52,406	70,030	60,000
A.3	Total Unrestricted Revenue (A.1 + A.2)	154,975,211	165,034,122	171,641,131	177,214,965
B.	Expenditures				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	133,009,771	143,071,487	158,989,642	170,644,129
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	20,026,029	20,332,833	9,999,444	6,570,836
B.3	Total Unrestricted Expenditure (B.1 + B.2)	153,035,800	163,404,320	168,989,086	177,214,965
C.	Revenues Over (Under) Expenditures (A.3 - B.3)	1,939,411	1,629,802	2,652,045	0
D.	Fund Balance, Beginning	36,455,581	38,394,992	39,861,228	42,513,273
D.1	Prior Year Adjustments + (-)	0	-163,566	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	36,455,581	38,231,426	39,861,228	42,513,273
E.	Fund Balance, Ending (C. + D.2)	38,394,992	39,861,228	42,513,273	42,513,273
F.	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	25.1 %	24.4 %	25.2 %	24.0 %

II. Total General Fund Cash Balance (Unrestricted and Restricted)

		Amount as of the Specified Quarter Ended			
Line	Description	2022-2023	2023-2024	2024-2025	2025-2026
H.1	Cash, excluding borrowed funds	37,812,038	39,630,182	38,683,715	34,709,380
H.2	Cash, borrowed funds only	0	0	0	0
H.3	Total Cash (H.1+ H.2)	37,812,038	39,630,182	38,683,715	34,709,380

III. Unrestricted General Fund Revenue, Expenditure and Fund Balance

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col 2.)
I.	Revenues				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	177,154,965	177,154,965	12,051,153	6.8 %
I.2	Other Financing Sources (Object 8900)	60,000	60,000	0	.0 %
I.3	Total Unrestricted Revenue (I.1 + I.2)	177,214,965	177,214,965	12,051,153	6.8 %

J.	Expenditures				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	170,644,129	170,644,129	39,399,095	23.1 %
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	6,570,836	6,570,836	106,750	1.6 %
J.3	Total Unrestricted Expenditure (J.1 + J.2)	177,214,965	177,214,965	39,505,845	22.3 %
K.	Revenues Over (Under) Expenditures (I.3 - J.3)	0	0	-27,454,692	
L.	Fund Balance, Beginning	42,513,273	42,513,273	42,513,273	
L.1	Prior Year Adjustments + (-)	0	0	0	
L.2	Adjusted Fund Balance, Beginning (D + L.1)	42,513,273	42,513,273	42,513,273	
M.	Fund Balance, Ending (K. + L.2)	42,513,273	42,513,273	15,058,581	
N.	Percentage of GF Fund Balance to GF Expenditures (M. / J.3)	24.0 %	24.0 %		

IV. Has the district settled any employee contracts during this quarter?

For first quarter reporting, has the district settled any employee contracts during the fourth quarter of the prior fiscal year or during the first quarter of the current year?

☒ Yes ☐ No

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify)		Management		Academic Permanent		Academic Temporary		Classified	
yyy-yyy		Total Cost Increase	Percentage Increase	Total Cost Increase	Percentage Increase	Total Cost Increase	Percentage Increase	Total Cost Increase	Percentage Increase
A. Salaries									
Year One:	2025-2026	305,850	4.00	1,395,891	4.00	481,666	2.50	1,039,337	3.00
Year Two:	2026-2027	198,802	2.50	907,329	2.50	0	.00	1,070,517	3.00
Year Three:	2027-2028	163,018	2.00	744,010	2.00	0	.00	551,316	1.50
B. Benefits									
Year One:	Select Fiscal Year	0	.00	0	.00	0	.00	0	.00
Year Two:	Select Fiscal Year	0	.00	0	.00	0	.00	0	.00
Year Three:	Select Fiscal Year	0	.00	0	.00	0	.00	0	.00
Total:		667,670		3,047,230		481,666		2,661,170	

* As specified in Collective Bargaining Agreement or other Employment Contract

C. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

The district intends to fund these increases with unrestricted funding.

D. Did any contracts settled in this time period cover part-time, temporary faculty?

☒ Yes ☐ No

D.1 Does the contract include minimum standards for the terms of reemployment preference and evaluation for part-time, temporary faculty in order to remain eligible to receive Student Equity and Achievement Program funds*?

*As a condition for receiving Student Equity and Achievement Program funds, negotiations between districts and the exclusive representative for part-time, temporary faculty must include minimum standards for the terms of reemployment preference and evaluation as outlined in Education Code section 87482.3. Education Code section 78222(d)(2) links the negotiation requirement to the receipt of funds for the Student Equity and Achievement Program.

☐ Yes ☒ No

D.2 Does the collective bargaining agreement achieve parity between compensation for full-time and part-time, temporary faculty?

☐ Yes ☒ No

V. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)?

☐ Yes ☒ No

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VI. Does the district have significant fiscal problems that must be addressed?




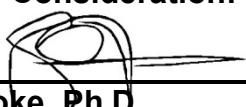
This year?

☐ Yes ☒ No

Next year?

☐ Yes ☒ No

Describe the problem(s) and action(s) to be taken. If the district is projecting deficit spending (a negative value for line C above) or an ending unrestricted general fund balance less than 10% of annual expenditures (line F above), please identify the primary factors contributing to deficit spending and/or describe the district's reserve balance management strategy. Provide additional information as needed to CCFS311admin@cccco.edu.

Subject: Annual Financial and Budget Report	Attachment: CCFS-311 Annual Report
Category: Information Items	Type of Board Consideration: <div style="text-align: center;">  </div> <div style="display: flex; justify-content: space-around;"> Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="text-align: right;">  </div> <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended:  Elba G. Gomez Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Title 5, section 58305 (d) of the California Code of Regulations, requires the chief executive officer or other designee to submit the Annual Financial and Budget Report (311 Annual Report) to the California Community Colleges Chancellor's Office: (d) on or before the 30th day of September, each district shall complete the preparation of its adopted annual financial and budget report. Once completed, this report and its supporting documentation are considered a public record pursuant to Section 6250 et seq. of the Government Code. On or before the 10th day of October, each district shall submit a copy of its adopted annual financial and budget report to the Chancellor. The district shall also file copies of the report with the appropriate county officers for information and review.

STATUS

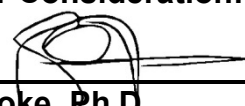
The Annual Financial and Budget Report (CCFS-311 Annual Report) for the fiscal year 2024/25 actual results and for the budget report for fiscal year 2025/26 was completed by September 30, 2025, and electronically certified on September 30, 2025, by Elba Gomez, the Chief Business Officer. The Chancellor's Officer no longer requires a signed PDF copy. The fiscal year 2024/25 financial summary results and fiscal year 2025/26 budgets were presented at the board workshop on September 4, 2025, and approved at the board meeting on September 11, 2025.

Notable:

FY 2024/25 Actual Expenses for General Fund Unrestricted (Fund 11) were in compliance with the 50 Percent Law (ECS 84362) of the Current Expense of Education (CEE) where Instructional Salary Cost / Total CEE should be 50 percent or higher. The district's result was 50.14 percent (page 4 of the CCFS Report).

RECOMMENDATION

For information only.

Subject: Superintendent/President Search Update	Attachment: None
Category: Information 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>
	Approved for Consideration: <div style="text-align: center;">  <hr style="width: 100%;"/> Sunita V. Cooke, Ph.D. Superintendent/President </div>

BACKGROUND






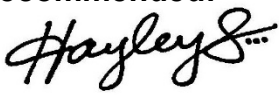
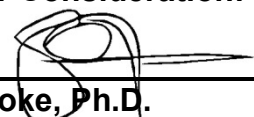
Superintendent/President Sunita V. Cooke has indicated her intention to resign, effective summer 2026.

STATUS

Board President Rick Cassar will provide an update of the recruitment process.

RECOMMENDATION

For information only.

Subject: Human Resources Update	Attachment: None
Category: Information	Type of Board Consideration: <div style="text-align: center;">  Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="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>
Recommended:  <hr/> Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

Recruitment (Nashona Andrade)**Recruitment Activity and Trends Update**

The recruitment team is currently managing 37 active recruitments, with an additional 13 pending assignments. Application materials have become noticeably more refined, a trend likely influenced by the increasing use of generative AI tools, which has made the screening process more efficient. This shift underscores the growing importance of developing high-quality interview questions, assessments, and presentations to accurately evaluate candidate competencies. Additionally, the team has observed a decline in interest for part-time positions, with several candidates withdrawing after accepting other opportunities. This trend has required increased hands-on engagement from recruiters to maintain candidate pipelines and ensure timely completion of recruitments.

Process and Technology Enhancements

The recruitment team continues to advance its modernization efforts through targeted process and technology improvements. Key initiatives include updates to the Full-Time Faculty Verification of Employment form and Hiring Committee & EEO spreadsheet. The Faculty Hiring Committee Training Survey has also been finalized for release to best structure training for next year's Full-Time Tenure Track Hiring Committee Training. System alignment efforts have been updated in PeopleAdmin, with unnecessary fields being removed and evaluative criteria streamlined to improve the candidate and reviewer experience. The team has also updated confirmation emails for associate faculty applicants to better track where they are in the process. In alignment with the district's commitments to IDEA, chosen names are now displayed in Workday, and all digital communications have been modernized for consistency. Email templates and job alert messages in both PeopleAdmin and PageUp now open with inclusive salutations such as "Greetings" or "Thank you," replacing the previous "Dear (first name)" format.

Collaboration and EEO Initiatives

Collaboration remains central to the department's progress. The recruitment team is actively working with Strategies 360 (S360) to establish individual MiraCosta accounts across all advertising platforms, ensuring efficient management and tracking of job postings. Partnership with the Public Information Office also strengthens the consistency and inclusivity of language across both student and employee recruitment materials. As part of ongoing Equal Employment Opportunity initiatives, the team is revising supplemental question language across all recruitment types to ensure that recruitment operations remain both efficient and aligned with MiraCosta's core values of inclusion, diversity, equity, and accessibility. We worked closely with the Equivalency Committee and Academic Senate to close process gaps, creating a more efficient system and strengthening our partnership. Human Resources, in collaboration with EEOAC, will define the role of student workers on hiring committees and establish best practices that consider their primary status as students and limited work hours. We will also identify which recruitments are most appropriate for their participation.

HR Operations (Holly Walker)

Personnel Requisition System Upgrade

The Human Resources Operations team, in collaboration with Information Technology Services ("ITS"), is finalizing a major upgrade to the Personnel Requisition System, transitioning from a legacy SharePoint-based process to a modernized, Power Apps-enhanced SharePoint platform. This project was initiated in response to the district's need to migrate off an aging server. Rather than replicating the existing system, the team seized the opportunity to thoughtfully redesign the platform—delivering a more intuitive, user-friendly, and efficient experience.

Developed with input from district stakeholders, the upgraded system retains the familiarity of the existing Personnel Requisition site while introducing new features that streamline and modernize requisition workflows. The previous system's reliance on a one-size-fits-all form often led to inefficiencies and confusion. The new platform introduces customized forms tailored to specific personnel actions, significantly improving clarity, usability, and processing speed. This modernization aligns with the district's broader digital transformation goals and enhances compliance, accuracy, and operational efficiency.

The system was also intentionally designed to integrate more effectively with Workday, ensuring seamless coordination with hiring and payroll processes. In addition to streamlining existing workflows, the upgrade introduces finance and accounting approvals and identifies opportunities to incorporate additional personnel-related processes.

Key enhancements include the fully digital submission and tracking of temporary reclassification and interim assignment requests, eliminating paper forms and manual routing. The system also features an integrated workflow for reviewing and documenting minimum qualifications for full-time faculty teaching in new disciplines, supporting compliance with academic and accreditation standards.

System testing is currently underway, with participation from HR staff, ITS, and administrative professionals across all campus divisions. The upgraded system is scheduled to launch on February 2, 2026, with comprehensive training, job aids, and open house support sessions planned to ensure a smooth and successful transition.

Interfolio Implementation

Human Resources Operations is advancing the implementation of Interfolio, the district's new faculty evaluation platform, designed to replace manual, spreadsheet-driven processes with a modern, automated solution. The project officially launched on July 9. This initiative reflects the district's commitment to improving efficiency, accuracy, and user experience in faculty evaluation and appointment workflows.

The platform introduces two core modules: Life Cycle Management (LM), which tracks evaluation cycles and eliminates reliance on Excel and email-based tracking, and Review, Promotion, and Tenure (RPT), which securely automates faculty evaluations and document management.

Interfolio also delivers structured workflow automation, robust reporting tools, and controlled access—ensuring compliance with negotiated faculty agreements and improving transparency. These enhancements align with the district's broader digital transformation goals and reduce administrative burden for district staff.

The implementation team is focused on building custom workflows that reflect faculty contracts, including alternative tracks and appeals, and validating data consistency across all faculty records. Success metrics include eliminating manual processes, reducing HR coordination time, and achieving high satisfaction among HR and faculty users post-launch.

Next steps include finalizing configuration, planning internal team case testing, and preparing training materials and rollout plan.

Human Resources Department (Jenn Acfalle)

Equal Employment Opportunity (EEO) Annual Reporting

Each year, the district is required to submit an annual report of its EEO-related activities to remain eligible for EEO funding appropriated by the Legislature. For the previous fiscal year, the district implemented key measures to address findings of adverse impact during various hiring phases. These included updating the Hiring Committee Training and incorporating EEO Representative Training. To address underrepresentation, the district initiated a request for proposal to identify a new advertising vendor that better aligns with our EEO goals. The district's certification was completed and submitted to the Chancellor's Office on September 1.

Coffee and Convos: Careers in Human Resources Workshop

On September 23, the HR Department partnered with the School of Social and Behavioral Sciences and the Career Center to host a work-based learning event aimed at helping students build networking skills and gain practical insight into careers in human resources. The event featured a speed-networking format—similar to speed-dating but focused on career exploration. Students rotated among tables hosted by HR professionals from various industries, engaging in conversations that included Q&A and personalized career guidance. This interactive format provided students with direct access to industry experts and meaningful exposure to the HR field.

Caring Campus Initiative Refresh

The district partnered with the Classified Senate and the Institute for Evidence-Based Change to support a refresh of the Caring Campus initiative, with the goal of institutionalizing behavioral commitments and ensuring long-term sustainability. The refresh began with a keynote presentation at the "*State of Caring Campus*" event on June 13. Following the kickoff,

two collaborative sessions were held on July 11 and 25 with classified professionals to develop strategies for communicating Caring Campus commitments and expectations across the college community. The refresh concluded with a joint session on September 18, 2025, where managers and supervisors explored ways to support, monitor, and celebrate the efforts of Classified Professionals engaged in Caring Campus.

Professional Development: Confidentiality and Boundaries Workshop

On October 24, 2025, Human Resources partnered with the Classified Senate to present the *Navigating Confidentiality & Professional Boundaries* workshop. This session focused on reinforcing ethics and integrity in the workplace to support a respectful and inclusive campus environment. Participants also explored the importance of maintaining confidentiality to build trust among campus stakeholders, gained clarity on the types of student information protected under FERPA, and learned practical tools for fostering positive and professional workplace relationships.

Request for Proposal for a Classification and Compensation Study

The district is preparing a Request for Proposal (RFP) for consulting services to conduct a comprehensive classification and compensation study covering 215 classifications and 1,395 positions across the college. The purpose of this study is to modernize the district's job classification system, ensure compliance with applicable regulations, and establish a competitive, equitable compensation structure that supports recruitment, retention, and advancement while aligning with the district's mission and compensation philosophy. The RFP is tentatively scheduled to launch on December 4.

Employee Labor Relations (Sona Wolfe)

Academic Freedom Reopener

As part of the current MiraCosta Community College District Faculty Assembly contract, a reopener clause was included for Academic Freedom and Intellectual Property. The district is actively engaged in negotiations with the Faculty Assembly regarding Academic Freedom and plans to coordinate on a joint training once an agreement is reached. In alignment with the reopener clause on Intellectual Property, the district and Faculty Assembly have scheduled a training on November 12 with legal counsel to support shared understanding and implementation of relevant policies and language.

Preparation for MiraCosta College Academic Associate Faculty (MCCAAF) Negotiations

The current Associate Faculty Union contract is set to expire in June 2026. In preparation for upcoming negotiations, the district has begun internal planning efforts. The Sunshine Proposal has been presented to the Board as part of the November agenda, outlining initial areas of interest for negotiation.

Classification Review Committee (CRC) Process

Each year, classified professionals are eligible to submit a request for reclassification. The Classification Review Committee ("CRC") has been hosting drop-in sessions to provide guidance and answer questions about the process. Additionally, Human Resources will deliver formal training on November 13. The reclassification submission period will start on December 1, and close on January 15, 2026. The goal is to complete the review process and present any recommended classification changes to the Board by June 2026.

Benefits, Leaves, and Retirement (Briana Schaeffer)

Employee Benefits Hub Launch

The Employee Benefits Hub has officially launched, providing centralized access to Benefits and Retirement information through a user-friendly platform. It has been well received so far, with 471 views since launch; Leaves and Wellness sections are currently under development, and a recording of the October 29 information session is available on the front page of the Benefits Hub.

Open Enrollment Summary

Open Enrollment successfully concluded with strong employee participation across all benefit plans. A total of 1,127 open enrollment events were launched in August, supported by targeted communications—including four information sessions and enhanced, group-specific enrollment instructions—to ensure a smooth and informed experience for employees.

Walktober Midpoint Summary

At the halfway mark, Walktober has engaged 233 registered participants across 36 official teams, with 41,064,422 total steps logged and 3,174 leaves earned. Participants have connected 166 devices—including Apple Health, Fitbit, Garmin, and Health Connect—highlighting strong engagement and enthusiasm for the challenge.

Wellness Webinar – Planning a Financial Future

As part of our wellness program, Anthem Blue Cross will host a financial wellness webinar on December 3 at 1:00 p.m., featuring financial planning expert Linda Stroman. The interactive session will guide participants through assessing financial needs, building savings plans, and exploring investment strategies to support long-term financial wellbeing.

Payroll Department (Arlene Hernandez)

The Payroll Department is currently engaged in year-end payroll processing, which requires shorter processing deadlines. The annual Holiday Payroll Processing Memo will be sent out soon, outlining key dates and submission requirements.

As we approach the close of the calendar year, all employees are reminded to review and update their mailing addresses to ensure accurate delivery of W-2 forms in January. Employees who still receive paper paychecks are also encouraged to enroll in direct deposit to help prevent potential delays or lost checks in the U.S. mail.

Risk and Safety (Justin Crast)

The district officially withdrew from the San Diego County of Education Joint Powers Authority (SDJPA) Worker's Compensation JPA in July and joined the Protected Insurance Program for Schools and Community Colleges JPA (PIPS), managed by insurance broker Keenan & Associates. This followed the district joining Keenan for property and liability coverage back in 2023. Keenan representatives were on campus in November to conduct training with the Payroll and Accounting teams regarding financial and administrative differences between the SDJPA and PIPS programs. PIPS also has an "incentive program" for districts to take part in; some examples for qualifying include reducing repetitive motion injury, introducing self-inspections, and additional employee training. Success in the incentive program both ensures a safer environment for employees and offers potential financial rewards to the district (i.e. potential premium decreases). The district will learn more about the incentive program and how to implement it throughout the calendar year.

PIPS also includes a program previously unavailable to the district called Company Nurse. Company Nurse is a third-party medical organization contracted by PIPS to provide telephonic nurse triage and injury reporting. If a non-emergency injury occurs, the employee calls Company Nurse and connects with a registered nurse, who provides immediate self-care advice for minor injuries or referral to the district occupational health providers (e.g. Concentra). Company Nurse collects all incident details and generates a first report of injury, which is sent to both Risk Management and Keenan. This service benefits the district in several ways – immediate medical guidance to reduce unnecessary physical medical visits, accurate and timely claim reporting, 24/7 availability, and reduced claim costs through early intervention and nurse triage. The service is included in the PIPS package, so it also has no cost to the district. Keenan representatives are working with Risk Management to provide training materials and guidance to roll the service out to MiraCosta employees.

Keenan has also worked with Risk Management on property and liability safety actions throughout 2025. A loss control representative performed a district-wide chemical inventory and inspection over the summer. Additionally, they performed an additional safety walk with Risk in November. High priority safety actions will be organized and presented to departments for action. The chemical and district-wide safety inspections are services that were not available under the district's previous insurance JPA but are included in the district's agreement with Keenan. These services offer an extra level of insight and risk mitigation to the district, helping shape safety procedures and ensure safety is being prioritized throughout the year.