



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

**MINUTES OF REGULAR MEETING**

**MAY 18, 2023  
(Approved June 22, 2023)**

**I. CALL TO ORDER**

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, May 18, 2023, in Room T-200 at the Oceanside Campus. President Frank Merchat called the meeting to order at 4 p.m.

**II. FLAG SALUTE / ROLL CALL**

Board members present:

Rick Cassar	Frank Merchat
Raye Clendening	Anna Pedroza
William Fischer	Jackie Simon
George McNeil (arrived at 4:04 p.m.)	Inayah Abdulmateen (Student Trustee)

Administrators present:

Assistant Superintendent/Vice President Tim Flood  
Assistant Superintendent/Vice President Denée Pescarmona  
Assistant Superintendent/Vice President Alketa Wojcik

**III. APPROVE MEETING MINUTES**

**A. Special Meeting/Closed Session of April 20, 2023**

**B. Regular Business Meeting of April 20, 2023**

By motion of Trustee Simon, seconded by Trustee Fischer, the board approved the minutes of the special meeting/closed session, the workshop, and the regular business meeting of April 20, 2022.

Vote: 6/0/0

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

Abstentions: None

Absent: McNeil

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

None.

**V. CHANGES IN AGENDA ORDER**

None.

## **VI. PRESENTATIONS**

### **A. Phi Theta Kappa Officer Introductions**

Phi Theta Kappa officers reported on the activities and accomplishments of the 2022/23 academic year. They reviewed the four pillars of Phi Theta Kappa – fellowship, service, scholarship, and leadership. The chapter received five-star status and a number of awards this year, including regional awards and national awards. PTK leader Hayat Sheriff was also a finalist for the esteemed Jack Kent Cooke scholarship.

### **B. Equal Employment Opportunity (EEO) Plan Update**

Vice president Charlie Ng provided an update on the EEO Plan, which includes a change in the approval process and the pre-hire, hire, and post-hire plans goals. He thanked the EEO Advisory Committee for all of the progress made around EEO. A new dashboard was created by the Research, Planning, and Institutional Effectiveness staff that tracks by ethnicity the universities from where faculty within specific disciplines are getting graduate degrees. That information can then help to build relationships with those colleges and strategize recruitment efforts. It is expected that this will help to increase the diversity in our applicant pools. It was noted that SDICCCA internships are another way to attract graduate students from the universities in our region by giving them teaching experience at our college.

An EEO grant was awarded to the college, which will assist with our onboarding process and leadership development. An AACC/SHRM Employing Abilities at Work funding was also received and will help with our recruitment efforts. EEO training for associate faculty hiring will take place in the fall.

Ng shared the ethnicity data for faculty, associate faculty, classified, and administrators in comparison to the student populations that we serve.

## **VII. CONSENT ITEMS**

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions**
- B. Adopt Annual Resolution Authorizing Designated Agents, Resolution No.16-23/24**
- C. Approve Reorganization, Student Services and Instructional Services**
- D. Approve Classification of New Positions and Job Descriptions – Information Technology Services**
- E. Approve Employment Contract for Interim Administrator**
- F. Approve Increase to Hourly Pay Rates for College for Kids Counselors**
- G. Ratify Memorandum of Understanding 23-02 between MiraCosta Community College District and Academic Associate Faculty**
- H. Ratify Memorandum of Understanding 23-03 between MiraCosta Community College District and Faculty Assembly - Child Development**
- I. Ratify Memorandum of Understanding 23-04 between MiraCosta Community College District and Faculty Assembly**
- J. Approve Emeritus Status for Full-Time and Associate Faculty Members**
- K. Approve Gold Circle Membership for Retired Classified Employees**
- L. Approve the Appendix Oceanside Unified School District CCAP Summer 2023 Program Components**
- M. Approve the Cathedral Catholic High School Summer 2023: Exhibit A Course Agreement**

- N. **Approve Correction to Instructional Material Fees List 2023/24**
- O. **Adopt Resolution No. 14-22/23: Education Protection Account**
- P. **Approve Agreement with MTS for Discounted Pronto Bus Passes**
- Q. **Approve Agreement with Open Biopharma Research & Training Institute**
- R. **Approve Agreement with Promineo Education, LLC**
- S. **Approve Agreement with Dovetail for Fixtures, Furniture & Equipment Coordination Services for Communication Hub, Equity Village, and Student Center Complex Project**
- T. **Approve Purchase for AV/IT Equipment for OCN Library Renovation Project – Cisco**
- U. **Approve Purchase for FF&E for OCN Health and Wellness Project – Parron Hall**
- V. **Approve Holman Professional Counseling Centers Agreement**
- W. **Ratify Budget Transfers/Revisions**
- X. **Ratify and Approve Contracts and Purchase Orders**

By motion of Trustee McNeil, seconded by Trustee Fischer, consent items A-X were approved.

Vote: 7/0/0

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

Abstentions: None

Absent: None

## VIII. ACTION ITEMS

- A. **Adopt Resolution No. 17-22/23 to Officially Withdraw Membership in the San Diego County Property and Liability Joint Powers Authority and Declare Membership in the Statewide Association of Community Colleges Joint Powers Authority**

By motion of Trustee McNeil, seconded by Trustee Fischer, the board adopted Resolution No. 17-22/23 to officially withdraw membership in the San Diego County Property and Liability Joint Powers Authority and declare membership in the Statewide Association of Community Colleges Joint Powers Authority.

Vote: 7/0/0

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

Abstentions: None

Absent: None

- B. **Approve Addendum to the Olivenhain Municipal Water District Mitigated Negative Declaration for the Manchester Avenue Recycled Water Pipeline Project (State Clearinghouse No. 2019129097) and Resolution No. 15-22/23**

By motion of Trustee McNeil, seconded by Trustee Clendening, the board approved the addendum to the Olivenhain Municipal Water District and Resolution No. 15-22/23 as presented.

Vote: 7/0/0

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

Abstentions: None

Absent: None

**C. Approve Authorization for Assistant Superintendent/Vice President, Administrative Services to Award and Execute Construction Contract for Oceanside Theater Installation Project**

By motion of Trustee McNeil, seconded by Trustee Cassar, the board approved authorization for assistant superintendent/vice president, Administrative Services to award and execute construction contract for the Oceanside Theater Installation Project.

Vote: 7/0/0

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

Abstentions: None

Absent: None

**D. Authorize District Staff to Exercise Second and Final One (1) Year Extension to Term of Commissioning, Inspector of Record Services, and Special Inspection Services Master Services Agreements**

By motion of Trustee McNeil, seconded by Trustee Fischer, the board authorized District staff to exercise second and final one-year extension to term of commissioning, inspector of record services, and special inspection services master services agreements.

Vote: 7/0/0

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

Abstentions: None

Absent: None

**IX. FIRST READ – BOARD POLICIES**

**A. Board Policy 7800 – Employee Residency**

New Board Policy 7800 – Employee Residency was reviewed and discussed, and the policy will be placed on a future agenda for adoption.

**I. INFORMATION**

**A. Third Quarter Fiscal Report**

The third quarter fiscal report was provided for information.

**X. COLLEGE-RELATED REPORTS**

**A. Trustees Activities**

Trustees McNeil and Pedroza attended the Latinx graduation celebration. Trustee Pedroza also attended a roundtable event that included educators throughout the county around how to better serve our students.

Trustees McNeil, Cassar, Merchat, and Clendening, attended the Black Alliance graduation celebration, where Trustee Clendening was asked to serve as an elder.

Trustees Clendening, McNeil, Merchat, and Simon attended the Celebration of excellence for staff and faculty

Trustees Clendening, McNeil, and Merchat attended the Medal of Academic Merit ceremony, where five MiraCosta students were recognized.

Trustee McNeil attended the Transitions Scholar event, and Trustees McNeil and Simon attended the EOPS recognition ceremony.

In addition to Trustee Cassar attending a SDICCCA meeting, he and Trustees Clendening, McNeil, Merchat, and Simon attended the RAFFY celebration.

Trustee McNeil also attended the STREAM Festival on the Oceanside Campus, the Veterans graduation ceremony, the Service Learning awards, the Athletics celebration of excellence, and the topping off ceremony for the Bio-Chem Building. He also shared that the women's soccer and the women's rugby teams won national championships!

Trustee Clendening attended the May 3 Palomar College community showcase, the NAACCP Black Graduation at the Civic Center, the swearing in of the new Police Chief Sadler of Oceanside, a North San Diego Economic Council meeting, a MiraCosta Foundation board meeting, and a memorial service for Barbara Mannino, who had served as the CEO of the Vista Community Clinic for 30 years.

Trustee Merchat has been a regular attendee at the Saturday Farmer's Market at the SEC, which he noted is getting bigger every week.

## **B. Students**

Student Trustee Inayah Abdulmateen reported the last ASG meeting of the year was held on Friday, where the constitution was ratified, and later that day the end-of-the-year banquet was held. A petting zoo and a tie dye event were held to help students distress as they prepare for finals week. The outstanding associate faculty (David Lizaraga), faculty (Rick White), and classified professional (Pat Conahan) were selected and will be awarded during commencement. Abdulmateen thanked the board for the opportunity to serve in this student trustee role.

## **C. Classified Employees**

Classified Senate (CS) President Carl Banks reported he attended the Foundation's planning retreat, he introduced Omar Jimenez as the incoming Classified Senate president, he noted the professional development steering committee selected Toni Sharp as one of the tri-chairs, and Lori Schneider is also serving on the steering committee. The governance committee review is now complete and will be completed annually going forward. Banks thanked the board for their support, and he gave special thanks to Sunny Cooke, Charlie Ng, and Hayley Schwartzkopf for their support of classified professionals. He also thanked Leila Safaralian for her collaborative spirit and partnership.

## **D. Faculty**

Academic Senate President Leila Safaralian reported the faculty recognition celebration takes place tomorrow, right after the last academic senate meeting of the year.

A new Intertribal Collective scholarship that was established last year has selected the first student recipient, who will be awarded tomorrow.

Safaralian thanked all involved in the effort to recognition of associate faculty at the Celebration of Excellence. The AB1705 implementation plan will be submitted by July 1. Faculty are working together to determine what our students need to be successful in ESL, English, and math departments. Additionally, Safaralian attended the Latinx graduation celebration and the Black Alliance graduation celebration.

## **E. Vice Presidents**

### **1. Instructional Services**

Assistant Superintendent/Vice President Pescarmona acknowledged the hard work of the faculty, who cumulatively taught over 3,200 sections of instruction that were offered since last July 1, which equates to more than 250,000 contact hours. Also, 20,000 hours of tutoring were provided and 2,500 of unduplicated

students were served. This is in spite of the temporary relocation to the Administration Building.

We received a Culturally Responsive Pedagogies and Practices grant (\$300,000 over the next two years) from the Chancellor's Office to support data coaching across our departments, divisions, and our academic and career pathways. Wendy Stewart will serve as the project director for that effort.

## **2. Student Services**

Assistant Superintendent/Vice President Wojcik thanked Inayah Abdulmateen for being such a great representative to the student body. New Student Trustee Kenneth Pilco will be sworn in at the June meeting. Wojcik thanked the folks in the Admissions Office who have been extra busy due to the shortened registration/enrollment period. She expressed her appreciation for seeing the trustees at so many of the end-of-the-year activities and celebrations.

## **3. Administrative Services**

Assistant Superintendent/Vice President Flood was happy to report that Tom Macias and Kristen Huyck are back on campus. The topping off ceremony was successful and well-attended. He noted the steel on the Bio-Chem Building went up in two weeks time, which is remarkable.

The shortfall in the state budget has grown to \$31.5B. The governor proposes taking one-time funds from this year to pay for ongoing costs next year. As an example, a 53 percent reduction will affect our 2022/23 in scheduled maintenance and instructional equipment dollars, which equates to them taking back \$4.8M of the \$9M that we had originally been allocated for this year. The college had already spent about half of the allocated funds and the other half was intended for other projects coming up.

An additional 53 percent will be taken from the Covid block grant the state gave us this year, a loss to MiraCosta of approximately \$3.17M. All together, the state is taking back \$8M of one-time funds that had been given to us this year, and they will be using it to allocate next year to help support the student center funding formula, which is ongoing funding.

We will need to reallocate and determine how to continue to fund critical facilities projects and instructional equipment expenses.

## **4. Human Resources**

Assistant Superintendent/Vice President Ng submitted a written report. He thanked Hayley Schwartzkopf, Shawna Sourivanh, Sandy Muryasz, Eva Brown, Chelsea Chavira-Verdin, and the rest of his staff for their efforts to cover the interim positions in Human Resources.

## **F. Superintendent/President**

Assistant Superintendent/Vice President Ng, on behalf of Superintendent/President Cooke, thanked Inayah Abdulmateen, Carl Banks, and Leila Safaralian for their leadership efforts and contributions over the past year.

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

None.

## **XII. DECLARE NEED FOR CLOSED SESSION**

At 5:41 p.m., the board announced the need to enter closed session to discuss the following topics:

### **A. Conference with Labor Negotiators**

(Pursuant to Government Code Section 54957.6)

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

Employee organizations: All Groups

### **B. Conference with Legal Counsel**

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

Anticipated Litigation, Number of Potential Cases: 2

- JPA 21-05582
- JPA 23-05816

### **C. Public Employee Performance Evaluation**

(Pursuant to Government Code section 54957)

Title: superintendent/president

## **XIII. RECONVENE IN OPEN SESSION – REPORT ACTION FROM CLOSED SESSION**

### **A. Conference with Labor Negotiators**

(Pursuant to Government Code Section 54957.6)

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

Employee organizations: All Groups

No report.

### **B. Conference with Legal Counsel**

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

Anticipated Litigation, Number of Potential Cases: 2

- JPA 21-05582
- JPA 23-05816

No report.

### **C. Public Employee Performance Evaluation**

(Pursuant to Government Code section 54957)

Title: superintendent/president

No report.

## **XIV. ADJOURNMENT**

## **XV. ADJOURNMENT**

The meeting adjourned at 7:25 p.m.

## **MINUTES APPROVAL:**

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Frank Merchat  
President

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Charlie Ng  
Assistant Superintendent/Vice President