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

MINUTES OF REGULAR MEETING **SEPTEMBER 15, 2022**
(*APPROVED OCTOBER 20, 2022)*

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, September 15, 2022, both in-person and via Zoom conference. President Anna Pedroza called the meeting to order at 4:02 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar	Frank Merchat
Raye Clendening	Anna Pedroza
William Fischer	Jacqueline Simon
George McNeil	Inayah Abdulmateen (Student Trustee)

Administrators present:
Assistant Superintendent/Vice President Tim Flood
Assistant Superintendent/Vice President Charlie Ng
Assistant Superintendent/Vice President Denée Pescarmona
Assistant Superintendent/Vice President Alketa Wojcik

III. OATH OF OFFICE

A. 2022/23 Student Trustee – Inayah Abdulmateen
2022/23 Associated Student Government President – Monserrate Ayala

Assistant Superintendent/Vice President Wojcik administered the oath of office to Inayah Abdulmateen, the 2022/23 student trustee, and Monserrate Ayala, the 2022/23 Associated Student Government president.

IV. TELECONFERENCING OF MEETINGS (Action Required)

A. Approve Continued Observance of Resolution No. 4-21/22 Authorizing Teleconferencing for Meetings Pursuant to AB 361

By motion of Trustee Simon, seconded by Trustee Cassar, the board adopted Resolution No. 4-21/22 authorizing the continued teleconferencing of meetings pursuant to AB 361.

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

V. APPROVE MEETING MINUTES

A. Special Meeting/Closed Session of August 18, 2022

By motion of Trustee McNeil, seconded by Trustee Fischer, the board approved the special meeting/closed session minutes of August 18, 2022.

Vote:	5/0/2
Aye:	Cassar, Fischer, McNeil, Merchat, Pedroza
Abstentions:	Clendening, Simon
Absent:	None

B. Regular Meeting of August 18, 2022

By motion of Trustee McNeil, seconded by Trustee Merchat, the board approved the board workshop minutes of August 18, 2022.

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

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

None.

VII. CHANGES IN AGENDA ORDER

None.

VIII. PRESENTATIONS

A. Associated Student Government Leadership Introductions

Student Life and Leadership Program Manager Terrence Shaw and Interim Student Life and Leadership Program Manager Jared Rodrigues introduced the 2022/23 Associated Student Government leaders.

B. Distance Education Update

Faculty Director of Online Education Dr. Jim Julius provided a report on distance education. Not surprisingly, participation in distance education courses and non-credit courses at MiraCosta dramatically increased due to the pandemic, and the high demand for online courses has continued. Of note, however, is how traditionally disproportionately impacted student groups have not been as successful in the online courses as other student groups. College leadership is watching this closely and strategizing ways to reduce that gap.

Equity mindedness is a top priority, and a number of things have been done to enhance the effectiveness of online learning. As an example, peer mentors for faculty provided over 500 hours of leadership since fall 2020. Using online resources and zero-cost textbooks has helped increase equity for students with more than 400 zero textbook cost classes this fall. They are listed as such in the class schedule to make it easy for students to locate. The college is also exploring ways to open up zero textbook pathways to degrees. In addition to loaning laptops and hotspots to students, the online Student Support Hub (located within Canvas), which was pioneered by MiraCosta before the pandemic, and all of the services of the Library now being available online, have been invaluable to students.

Just over one year ago, the state allocated $115M to the California community college system, and opportunities to apply for some of those dollars are starting this fall. That

funding could help us to build out resources, to redesign courses, to take advantage of materials, or to create new materials that support students with zero textbook cost options. Research will begin to determine if zero textbook courses have impacted student success, as well as retention.

MiraCosta is ahead of the curve, with many of our documents available online. Miracosta Online Educators (MOE), a faculty committee, is continuing the effort of updating our documents to include anti-racist and equitable practices to try to help close the gaps.

A number of HyFlex courses were piloted over the last year, and work continues to refine our practices around scheduling classes and evaluating the benefit to students and their educational success. This will assist with our intentional planning in the coming year.

The Student Online Academic Readiness workshop had record attendance with over 1,400 students participating last year. Faculty have found that students who attend the workshop benefit their performance in their online courses. New technologies have been institutionalized this last year. Pronto is a user friendly mobile app that integrates with Canvas for easy communication with course instructors and fellow students. Ally is a tool that enhances accessibility within Canvas by converting course materials to multiple formats so students are able to download materials in a translated version, including audio. Work will continue to improve on processes and tools that will help students in reaching their academic goals.

IX. CONSENT ITEMS

A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions
B. Approval of Professional Expert Contract
C. Ratify Execution of Personal Services Contract
D. Ratify Memorandum of Understanding 22-02 with the Faculty Assembly
E. Ratify Memorandum of Understanding 22-03 with Faculty Assembly
F. Approve Classification of New Position and Approve Job Description for Administrative Assistant – Foundation and Development
G. Approve Classification of New Position and Job Description for Outreach Assistant
H. Approval of Employee Travel
I. Approval of Employee Travel
J. Approval of Employee Travel
K. Notice of Completion - Bid # MM-21-005 SAN Underground Utility Project
L. Approval of Amazon Web Services Enterprise Agreement
M. Approve Purchase of AV/IT Equipment for OCN New Chemistry and Biotechnology Building Project
N. Award Contract for Bid #C01-23 Horticulture Greenhouse Installation
O. Approve Assessment Technologies Institute LLC Additional Services
P. Adopt Resolution No. 3-22/23, Establish the District Appropriations (Gann) Limit for Fiscal Year 2022/23
Q. Ratify and Approve Contracts and Purchase Orders

By motion of Trustee Cassar, seconded by Trustee Simon, consent items A-Q were approved.

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

X. ACTION

A. Public Hearing 4 p.m. FY2022/23 Final Budget

The public hearing began at 4:48 p.m. There were no public comments.

B. Adopt Fiscal Year 2022/23 Final Budget

By motion of Trustee McNeil, seconded by Trustee Fischer, the board adopted the 2022/23 final budget.

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

C. Authorize Vice President, Administrative Services to Approve Guaranteed Maximum Price (GMP) and Execute Change Order to the Design Build Contract for Oceanside Library Building Renovation Project Memorializing Same

By motion of Trustee McNeil, seconded by Trustee Fischer, the board authorized the Vice President, Administrative Services to approve the Guaranteed Maximum Price (GMP) and execute the change order as stated.

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

D. Approve Emeritus Status for Full-Time Faculty Member

By motion of Trustee McNeil, seconded by Trustee Merchat, the board approved emeritus status for Leslie Nemour.

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

XI. SECOND READING – BOARD POLICIES (Action Required)

A. Board Policy 3410 – Nondiscrimination

By motion of Trustee McNeil, seconded by Trustee Cassar, Board Policy 3410 was adopted.

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

XII. FIRST READING – BOARD POLICIES

A. Board Policy 6300 – Fiscal Management

Proposed edits to Board Policy 6300 – Fiscal Management were reviewed and discussed, and the policy will be placed on a future agenda for adoption.

XIII. INFORMATION

A. Municipal Storm Water Management Plan Annual Implementation Update

The Municipal Storm Water Management Plan Annual Implementation Update was provided for information.

XIV. COLLEGE-RELATED REPORTS

A. Trustees Activities

The majority of trustees attended the Vision for Success Trustee Fellowship in Costa Mesa on August 26. Trustees Cassar, Fischer, McNeil, and Merchat attended All College Day, and Trustees Cassar and Clendening attended the Welcome Fest at the San Elijo Campus. Trustee Cassar also attended the Encinitas State of the City address. Trustee Merchat attended the Carlsbad's State of the City address, and he and S/P Cooke talked about our Futures work with Metropolitan Community College in Kansas.Trustee McNeil attended a Zoom meeting with Kay McClenney to discuss educational trends across the country. Trustee Clendening attended an Omega Psi Phi scholarship event, the North County Gentlemen's Gourmet, hosted by the North County African-American Women's Association, to raise funds for scholarships. She was especially thrilled to welcome the new student trustee, who she had the pleasure of working with in the past with an Oceanside College Bound program. She also had the pleasure of working with the new ASG president with the North County African-American Women's Association's mentoring program. Trustee Pedroza attended and chaired a SDICCCA meeting with Sunny Cooke and Kristen Huyck, and a MAEGA scholarship event.

B. Students

Student Trustee Inayah Abdulmateen introduced herself and shared her educational and career goals.

C. Classified Employees

Classified Senate (CS) President Carl Banks reported classified senate attended a baseball game at Petco Park, and announced a private screening at the Regal movie theatre to view the new Top Gun Maverick movie. The holiday luncheon is scheduled for December 9. The classified leadership program, which helps prepare classified staff for future roles, is in its fourth year, with 13 graduates to date. A governance workshop for classified will be held in October.

D. Faculty

Academic Senate (AS) President Leila Safaralian reported several faculty joined the self-paced Futures classes on September 12. The Fifth Friday in September will be reserved for faculty to work on student learning outcomes assessments.

E. Vice Presidents

1. Instructional Services

Assistant Superintendent/Vice President Pescarmona welcomed the new student trustee. She reported that more than 1,000 students have been coming into the Library each day this semester, and she acknowledged the fine work and leadership of Jim Julius whose leadership over the past couple of years has helped to ensure the success of our online learning.

2. Student Services

Assistant Superintendent/Vice President Wojcik also welcomed the new Student Trustee, who has also served as a student ambassador, PTK officer, and more. The Chicanx Heritage Month kickoff started today, and a series of events are planned through November. Farmers Markets continue; the last one served more than 200 students.

3. Administrative Services

Assistant Superintendent/Vice President Flood thanked the board for their due diligence, which has allowed us to be in a strong fiscal position and thanked them for adopting the budget.

Construction on the new Allied Health and the Chem/Bio Buildings have begun. Facilities will work to mitigate foot traffic in those areas. Soon after that, work will begin on stabilizing the bank where the Arts and Media Building will be constructed.

For the first time, we will be able to fund photovoltaics with scheduled maintenance funds. We'll begin studying energy usage and cost savings that can inform our future projects.

Finalizing our Series C bond sales. Projections show we are $100M below what was originally projected for the cost of the bonds, which is remarkable.

4. Human Resources

Assistant Superintendent/Vice President Ng reported WorkDay has just had a major upgrade, and he thanked the staff involved for making this happen.

F. Superintendent/President

Assistant Superintendent/Vice President Charlie Ng sat in for Superintendent/President Cooke, who is traveling to Ghana with four students and MiraCosta's Don Love and Wendy Stewart for a conference and cultural exchange. Ng announced that on October 5, Dr. Gina Garcia will talk about the book she authored, *Becoming Hispanic-Serving Institutions* and will share her findings and recommendations, including the need to focus on racially just and equitable campus activities. MiraCostans can attend the session either virtually or in person.

XV. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

Futures signals were shared. Trustee Merchat noted technology is growing in intensity and the global impact of it on our organization is substantial. Trustee Cassar noted virtual reality opportunities deserve attention, i.e. job interviews, manipulative tasks, etc. where the virtual reality platform is being used.

XVI. ADJOURNMENT

The meeting adjourned at 5:26 p.m.

MINUTES APPROVAL:

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