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

**MINUTES OF REGULAR MEETING** **February 18, 2021**
**(*Approved on March 18, 2021)***

## I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, February 18, 2021, via Zoom conference. President Rick Cassar called the meeting to order at 4:02 p.m.

## II. FLAG SALUTE / ROLL CALL

Board members present:

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| David Broad | Frank Merchat |
| Rick Cassar | Anna Pedroza |
| William Fischer | Jacqueline Simon |
| George McNeil | Kristina Quandt (Student Trustee) |

Administrators present:
Superintendent/President Sunny Cooke
Vice President Diane Dieckmeyer
Vice President Tim Flood
Vice President Charlie Ng
Vice President Alketa Wojcik

## III. APPROVE MEETING MINUTES

**A. Special Meeting /Closed Session of January 21, 2021**
**B. Regular Meeting of January 21, 2021**

By motion of Trustee McNeil, seconded by Trustee Fischer, the minutes of the special meeting/closed session of January 21, 2021, and the regular meeting of January 21, 2021, were approved.

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

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

None.

## V. CHANGES IN AGENDA ORDER

None.

## VI. PRESENTATIONS

**A. Sabbatical Leave Report – Professor Angela Beltran-Aguilar**
Mathematics Department Professor Angela Beltran-Aguilar reviewed her sabbatical leave (spring 2020), during which she earned two certificates in online and technology-enhanced teaching and learning.

**B. Sabbatical Leave Report – Articulation Officer Joanne Benschop**
Articulation Officer Joanne Benschop reviewed her sabbatical leave project that focused on developing a guided pathway to the CSUSM K-8 teacher preparation programs.

**C. 2021/22 Preliminary Budget, Budget Priorities**
Administrative Services Vice President Tim Flood provided an overview of the district's FY2020/21 year-to-date budget performance, the Governor's proposed budget for FY2022, the MiraCosta College landscape, the Board of Trustees budget directions, and the next steps for the budgeting process.

The board provided feedback to administration to update and modify budget directives. These recommendations will be incorporated into the 2022 tentative and adopted budget and board leadership will review for accuracy.

## VII. CONSENT ITEMS

**A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions**
**B. Approve Reorganization of Instructional Services, New Job Description and Salary Schedule-Technology Support Services Coordinator, and Approve Reorganization for Student Services**
**C. Approve Academic Personnel Advancement**
**D. Approve $300,000 Increase of the Sandbar Diving, Inc. Annual Purchase Order for the Scuba Diving Instructor Training Program**
**E. Approve Curriculum for 2021-2022 Catalog, Part II**
**F. Approve Change Order and Renewal of Cloud Computing Services**
**G. Approve Renewal of Oracle Enterprise Resource Planning (ERP) PeopleSoft Applications Software Update License and Technical Support Services**
**H. Approval of Program Reserve Fund Use Authorization Criteria and Procedure; Delegation of Authority to Vice President for Administrative Services**
**I. Approve Use of Cooperative Purchase Agreement for Purchase of FF&E; and CUPCCAA Proposal/Contract for Installation and Related Services with Parron Hall**
**J. Ratify Budget Transfers/Revisions**
**K. Ratify and Approve Contracts and Purchase Orders January 1 - through January 31, 2021**

Consent Item F and K were pulled for discussion.

By motion of Trustee McNeil, seconded by Trustee Merchat, consent items A through E, and items G through J were approved.

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| Vote: | 7/0 |
| Aye: | Broad, Cassar, Fischer, McNeil, Merchat, Pedroza, Simon |
| Abstentions: | None |

Absent: None

By motion of Trustee Simon, seconded by Trustee McNeil, consent item F was approved.
Vote: 6/1/0
Aye: Broad, Cassar, Fischer, McNeil, Simon, Pedroza
Abstentions: Merchat
Absent: None

By motion of Trustee Simon, seconded by Trustee McNeil, consent item K was approved.
Vote: 4/3/0
Aye: Broad, Cassar, Fischer, McNeil, Simon
Abstentions: Broad, Merchat, Pedroza
Absent: None

## VIII. ACTION

### A. Public Hearing – 4:30 p.m. MiraCosta Community College District Initial Proposal to the MiraCosta Community College Faculty Assembly for the Contract to Commence July 1, 2021

No public comments.

### B. Public Hearing – 4:30 p.m. MiraCosta Community College District Initial Proposal to the MiraCosta Community College Academic Associate Faculty CCA/CTA/NEA for the Contract to Commence July 1, 2021

No public comments.

### C. Approve the MiraCosta Community College District Initial Proposal to the MiraCosta College Faculty Assembly for the Contract to Commence July 1, 2021

By motion of Trustee McNeil, seconded by Trustee Merchat, the board approved the MiraCosta Community College District Initial Proposal to the MiraCosta Community College Faculty Assembly for the Contract to Commence July 1, 2021.
Vote: 7/0/0
Aye: Broad, Cassar, Fischer, McNeil, Merchat, Pedroza, Simon
Abstentions: None
Absent: None

### D. Approve the MiraCosta Community College District Initial Proposal to the MiraCosta College Academic Associate Faculty CCA/CTA/NEA for the Contract to Commence July 1, 2021

By motion of Trustee McNeil, seconded by Trustee Fischer, the board approved the MiraCosta Community College District Initial Proposal to the MiraCosta College Academic Associate Faculty CCA/CTA/NEA for the Contract to Commence July 1, 2021.
Vote: 7/0/0
Aye: Broad, Cassar, Fischer, McNeil, Merchat, Pedroza, Simon
Abstentions: None
Absent: None

### E. Approve FY2021/22 Nonresident Tuition Fee

By motion of Trustee McNeil, seconded by Trustee Merchat, the board approved a FY2021/22 nonresident tuition fee of $307 per semester credit hour for nonresident students, with no capital outlay charge or processing fee for international students, effective fall 2021.

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

### F. Approve Transfer from Program Reserve to Project No. 04105 – SAN B200 Renovation Project

By motion of Trustee McNeil, seconded by Trustee Fischer, the board approved the transfer of $550,000 from the Program Reserve fund to Project No. 04105 - San Elijo B200 Renovation Project budget to account for anticipated project cost overruns and to ensure the completion of the project.

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

## IX. INFORMATION

### A. Second Quarter Fiscal Report, Annual Financial and Budget Report

The report was provided for information. Vice President Flood reported that cash flow remains solid, revenues and expenditures are on track with projections, and the district had good gains within the trust.

## X. COLLEGE-RELATED REPORTS

### A. Trustees Activities

Trustees Pedroza, Simon, McNeil, Merchat, Cassar, and Broad attended All College Day. Trustees Pedroza and Merchat toured construction sites last week. Trustee Fischer attended the PADEI meeting. Trustee Merchat attended the CSUSM Report to the Community. Trustee Broad attended the Trustee Fellowship planning meeting, the CSUSM Report to the Community, and Palomar's Report to the Region. President Cassar attended the Trustee Fellowship planning meeting, attended two equity-building sessions of the Equity Grounded Counseling Services, and the National Legislative Summit Meetings.

### B. Students

Student Trustee Kristina Quandt reported the ASG hosted a Meet the Team virtual event, which included a game night and allowed all who attended to reconnect with other students. This month, ASG is actively planning and hosting events that pay tribute to Black History Month.

### C. Classified Employees

Classified Senate President Carl Banks reported the Classified Senate is working on finalizing action plans around strategic objectives to be presented at the next classified senate meeting. Several virtual forums are being planned including a Return to Work meeting to discuss issues, concerns, and desires, and a Meet New Employees session, where newly hired employees can find out about the Classified Senate. A walk/run event is being planned for February 23 to honor Ahmaud Arbery. Banks also acknowledged the student equity staff for all of their hard work in planning Black History Month activities.

**D. Faculty**

Academic Senate President Luke Lara was unable to attend the board meeting and provided a written report in his absence, which President Cooke read. In summary, Lara acknowledged the work of Black counseling colleagues Dr. Adrean Askerneese, Dr. Wendy Stewart, Don Love, and Devon Boone, who are leading statewide dialog at this moment through a five-webinar series (*Equity-Grounded Counseling - Serving Black Students*) co-sponsored with Career Leaders Project. Lara congratulated our Librarians for being recognized in the Community College Daily for their collaborative work with other faculty and student services to connect students to valuable library resources and thanked them for their efforts to be a positive force during this time of remote learning, so that students have one less thing to worry about. Additionally, Lara gave kudos to the Theatre Department faculty and staff who have taught, coached, and supported our students in such interestingly challenging times. He noted that several MiraCosta students achieved honors recently at the Kennedy Center/American College Theatre Festival.

**E. Vice Presidents**

**1. Instructional Services**

Vice President Dieckmeyer reported on the use of CARES funds. She noted that some of the funds are going to support an instructional designer to help faculty transition and design their classes; other funds are being used to support faculty mentors.

**2. Student Services**

Vice President Wojcik reported that another session with the career ladders project will be held tomorrow, and our CARE Manager Devon Boone will talk about our basic needs support for black students. Financial Aid applications have gone down across the state and nation, so our financial aid office is working very hard to put together workshops for students and for our community to help them to fill out FAFSA and DREAM Act applications. In addition, a commencement committee has already been formed to plan for this year's graduation ceremony.

**3. Administrative Services**

Vice President Flood reported that a tremendous amount of work and collaboration is occurring within Administrative Services and with other departments to bring about process improvement and innovation, particularly with the new software Planet Bids.

**4. Human Resources**

Vice President Ng reported that his department is paying close attention to San Diego County health orders and incorporating the information, as needed. The Covid case rate still needs to come down a bit to get us into the Red Tier, however things are improving. Ng is also closely monitoring when vaccines will be available to the education workforce.

**F. Superintendent/President**

Superintendent/President Cooke acknowledged and thanked all employees and their families during this very challenging time, for showing up every day with caring, concern, and dedication to our students and to each other. She shared that a Back2Work group has been formed with a broad group of about 40 individuals representing all constituent groups. They will be meeting next week with the goal of sharing information about scenarios of what the fall semester might look like, to talk about milestones and timelines,

and then engage questions and provide advice and insight. It is also a priority to provide some guidance to department chairs and deans as the instructional schedule is being developed, so students can register in May for classes. Dr. Cooke thanked the Public Information Office for their work on the great MiraCosta stories that have been in the press lately, and for their collaboration with our faculty and staff to get these media releases out. She reminded all that Cynthia Rice will be retiring at the end of this month, and a virtual sendoff is planned in her honor. A hiring committee, chaired by Tim Flood, has begun the recruitment process for this position.

## XI. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

None.

## XII. ADJOURNMENT

The meeting adjourned at 6:17 p.m.

**MINUTES APPROVAL:**

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| Richard Cassar<br>Board President | Sunita V. Cooke, Ph.D.<br>Superintendent/President |