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

MINUTES OF REGULAR MEETING **March 18, 2021**
(*Approved April 15, 2021)*

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, March 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:

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 February 18, 2021
B. Regular Meeting of February 18, 2021

By motion of Trustee McNeil, seconded by Trustee Fischer, the minutes of the special meeting/closed session of February 18, 2021, and the regular meeting of February 18, 2021, were approved.

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. FY2020 Annual District and Measure MM Audit Presentation

Vice President of Administrative Services Tim Flood provided an overview of the FY2020 Annual District Financial and Measure MM Audit. Senior Manager Rachel Green and Managing Partner Rick Alonzo of the audit firm of Eide Bailly, LLP, certified public accountants licensed by the California Board of Accountancy, presented the audit report. The district and Measure MM audits included examining, on a test basis, evidence supporting the amounts and disclosures in the basic financial statements, along with assessing the accounting principles used, and significant estimates made by management.

Mr. Alonzo reported that this year was unique in that the audit was performed entirely online, and the response and support from district personnel was outstanding.
The district received an Unmodified Opinion, that is, the district complied, in all material respects, with the compliance requirements for financial statements and that the statements present fairly the financial position of the General Obligation Bond Fund (Measure MM) as of June 30, 2020. The district's performance audit found that MiraCosta Community College District had properly accounted for the expenditures held in the General Obligation Bond Fund (*Measure MM*) and that such expenditures were made for authorized bond projects. It is the opinion of the auditing firm that the District's Measure MM General Obligation Bond Fund (Measure MM) funds are in compliance with Proposition 39, as outlined in Article XIIIA, Section 1(b)(3)(C), of the California Constitution.

Mr. Alonzo reviewed the summary of auditors results, located on page 103 of the FY2020 Annual District Financial Audit, and the summary of the results of the bond audit located on pages 2 and 20 of the FY2020 Annual Measure MM Audit. He noted there were two deficiencies identified in the District Financial Audit report regarding federal awards, however, neither were considered a material weakness:

- Timing of the Return of Title IV funds within forty-five (45) days was not met for two instances (62 and 66 days) of the 40 records tested.
- Public Reporting of the CARES Act – Financial Aid within thirty (30) days following the award allocation date and update that information every 45 days thereafter. The district posted the report late by 81 days.

The district has implemented corrective action plans to address both findings.

VII. CONSENT ITEMS

A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions
B. Approve One-Year Extension of the Existing Agreement between MiraCosta Community College District and Classified Senate and a Salary Schedule Increase for 2021/22
C. Ratify Memorandum of Understanding 20-01 with the Classified Senate
D. Ratify Memorandum of Understanding 21-01 with the Faculty Assembly
E. Ratify Memorandum of Understanding 21-02 with the Faculty Assembly
F. Ratify Memorandum of Understanding 21-03 and 21-04 with the Faculty Assembly
G. Ratify Memorandum of Understanding 21-01 with the Academic Associate Faculty

H. Ratify Memorandum of Understanding 21-02 with the Academic Associate Faculty

I. Approve Reorganization for Instructional Services/Administrative Services, Job Description, and Salary Placement - Associate Vice President and Chief Information Services Officer

J. Adopt Resolution Authorizing Designated Agents

K. Approve 2021/22 Material Fees List

L. Approve Curriculum for 2021/2022 Catalog, Part III

M. Notice of Completion – Bid #MM-19-100 CLC Monument and SBDC Demolition

N. Approve FF&E Purchase for CLC Building 100 & 200 Renovation Project – Parron Hall

O. Approve FF&E Purchase for CLC Building 100 & 200 Renovation Project – Virco, Inc.

P. Ratify and Approve Contracts and Purchase Orders February 1 - through February 25, 2021

Consent Item M and P were pulled for discussion.

By motion of Trustee Simon, seconded by Trustee Pedroza, consent items A through L, and items N and O were approved.

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

By motion of Trustee Merchat, seconded by Trustee Simon, consent item M was approved.

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

By motion of Trustee McNeil, seconded by Trustee Fischer, consent item P was approved.

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

VIII. ACTION

A. Board Resolution No. 10–20/21, Support of Assembly Bill 927 (Medina): Baccalaureate Degree Pilot Program

By motion of Trustee McNeil, seconded by Trustee Merchat, the board adopted Board Resolution No. 10-20/21 in support of Assembly Bill 927 (Medina): Baccalaureate Degree Pilot Program.

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

B. Approve Submission of 2021 California Community Colleges Trustee Board Election Ballot

By motion of Trustee Merchat, seconded by Trustee McNeil the board approved the process of submitting the 2021 California Community Colleges Trustee Board election ballot.

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

IX. BOARD POLICIES – PERIODIC REVIEW

A. Board Policy 2015 – Student Trustee

By motion of Trustee McNeil, seconded by Trustee Merchat, the board approved the periodic review and adopted Board Policy 2015 – Student Trustee.

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

X. INFORMATION

A. Summer 2020 Credit Graduate List

The Summer 2020 credit graduate list was reviewed for information.

B. Annual Financial Audit Services and Performance Audit of the Building (Measure MM) Fund for FY2021/22

The Annual Financial Audit Services and Performance Audit of the Building (Measure MM) Fund for FY2021/22 was reviewed for information.

XI. COLLEGE-RELATED REPORTS

A. Trustees Activities

Trustees Broad, Fischer, McNeil, Merchat, Simon, and Cassar attended the Annual SDICCCA dinner on March 4. Trustee Broad attended the Foundation Board Meeting and the Facilities Board Liaison meeting along with Trustees Merchat and Cassar. Trustee Fischer, Merchat, Broad and others attended the celebration retirement for Cynthia Rice. Trustees Fischer and Cassar attended a webinar hosted by Congressman Mike Levin titled *Opportunities and Challenges for Black Students*; Trustee Merchat attended a webinar that reviewed legislative accomplishments; and they attended the PADEI meeting. Trustee McNeil attended an all-day webinar on undocumented students hosted by the college, and a GEAR UP meeting. Trustee Simon attended a CLC reading festival event about homelessness, and the PTK Induction Ceremony. Trustee Cassar participated in a Counseling Equity Webinar series, which featured Dr. Wendy Stewart, MiraCosta's Dean of Counseling, and was attended by over 500 attendees.

B. Students

Student Trustee Kristina Quandt reported that students are getting ready for spring break, and she suggested that students be given the option to return to campus (with safety measures), or to continue to attend classes remotely.

C. Classified Employees

Classified Senate President Carl Banks reported the Classified Senate had an emergency meeting this past week to discuss the Memorandum of Understanding regarding Classified Senate negotiations. He said that they would be hosting a special forum to hear from Classified Employees who did not receive a stipend due to Covid. So far, the Classified Senate has held two forums regarding Back2Campus. Other issues in progress include arranging a meeting with the confidential classified employee group, updating bylaws, policies, and procedures, and completing the election of new officers.

D. Faculty

Academic Senate President Luke Lara thanked the board for approving the faculty Memorandums of Understanding at the meeting today regarding the IFLs and also the Joyful Teacher. He extended an invitation to the college community and the board to watch the Academic Senate meeting on April 2, as there will be a presentation by Dr. Joely Proudfit, faculty member in the American Indian Studies Program and Director of the California Indian Culture and Sovereignty Center at CSUSM, who will be talking about the importance of land recognition. Dr. Lara congratulated Leila Safaralian for being elected as Academic Senate president elect for next year. He added that Robin Allyn will replace Thao Ha as coordinating director. Newly elected fulltime faculty senators will be Jim Julius, Delores Loedel, Tyrone Nagai, and Gilbert Neri. Associate faculty senators elected include Krista Warren, Hossein Ravanbaksh, Karla Cordero, and Michael Arce.

E. Vice Presidents

1. Instructional Services

Vice President Dieckmeyer reported that her team is very busy planning for the fall, and she expressed gratitude to department chairs, faculty, and deans for their hard work on this topic. She said they are making great progress within timelines for schedule development so registration can begin early May.

2. Student Services

Vice President Wojcik updated the board on plans for graduation. A virtual graduation ceremony is being planned for May 28, drive-thru options will be held on campus May 20-21, where employees and board members invited to cheer-on the graduates in their cars on Barnard Drive.

3. Administrative Services

Vice President Flood thanked the entire college, the finance department, and Kitchell for their hard work in helping the district receive a good audit. He is currently working with SDG&E on a grant program for vehicle charging stations.

4. Human Resources

Vice President Ng thanked the Human Resource staff for their work in preparing for negotiations, as well as preparing for the upcoming move to the temporary trailers.

F. Superintendent/President

Superintendent/President Cooke thanked everyone who participated in the Board Workshop today, which focused on enhancing student success and closing equity gaps. Zhenya Lindstrom, Thao Ha, Luke Lara, Chris Tarman, and Diane Dieckmeyer were the leads in this work. Great conversations were held, and a lot of information was covered. The SDICCCA dinner included a panel discussion, in which Luke Lara was a panel member, and she thanked him for his participation. Retirees Constance Carroll and Kindred Murillo were honored at the dinner; Mark Sanchez will be replacing Kindred Murillo at Southwestern CCD, and Carlos Cortez will be the new Chancellor at San Diego

CCD. Dr. Cooke said that a lot of work is happening on campus regarding facilities and information systems. Trailers that will serve as the swing space during the renovation of the Administration Building are arriving. PIO's Kristen Huyck and team have been working tirelessly making sure communication is clear and transparent. Cooke also recognized Sue Kubik, who has been helping in the area of the comprehensive campaign, as we are in the process of a national search for the AVP of Advancement position.

XII. DECLARE NEED FOR CLOSED SESSION

At 5:25 p.m., the board announced the need to enter closed session, along with Superintendent/President Sunny Cooke and Vice President Charlie Ng, to discuss the following topics:

A. Conference with Legal Counsel
Anticipated Litigation, Number of Potential Cases: 2
(Pursuant to Government Code section 54956.9(d)(2))
- Public Employment Relations Board Complaint
- JPA 37-2020-00027243

B. Conference with Labor Negotiators
(Pursuant to Government Code Section 54957.6)
Agency designated representatives: Superintendent/President Sunita V. Cooke, Vice President, Human Resources Charlie Ng
Employee organizations: All

C. Public Employee Performance Evaluation
(Pursuant to Government Code section 54957)
Title: superintendent/president

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

At 6:52 p.m., the board returned to open session to report the following:

A. Conference with Legal Counsel
Anticipated Litigation, Number of Potential Cases: 2
(Pursuant to Government Code section 54956.9(d)(2))
- Public Employment Relations Board Complaint
- JPA 37-2020-00027243

No action taken.

B. Conference with Labor Negotiators
(Pursuant to Government Code Section 54957.6)
Agency designated representatives: Superintendent/President Sunita V. Cooke, Vice President, Human Resources Charlie Ng
Employee organizations: All

No action taken.

C. Public Employee Performance Evaluation
(Pursuant to Government Code section 54957)
Title: superintendent/president

No action taken.

XIV. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

None.

XV. ADJOURNMENT

The meeting adjourned at 6:52 p.m.

MINUTES APPROVAL:

Richard Cassar Board President	Sunita V. Cooke, Ph.D. Superintendent/President