



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

**REGULAR MEETING
4 P.M. – THURSDAY, MAY 15, 2025
JOHN MACDONALD BOARD ROOM
BUILDING 1000 – OCEANSIDE CAMPUS**

AGENDA

- I. CALL TO ORDER**
- II. FLAG SALUTE / ROLL CALL**
- III. APPROVE MEETING MINUTES**

- A. Special Meeting/Closed Session of April 17, 2025
- B. Regular Meeting of April 17, 2025

IV. 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 an 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.

V. CHANGES IN AGENDA ORDER

VI. PRESENTATIONS

- A. IDEA Update
- B. Facilities Futures Plan Update

VII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions
- B. Approve Revised Employment Contract for Professional Expert
- C. Approve Employment Contract for Assistant Superintendent/Vice President of Administrative Services
- D. Approve Health and Welfare Benefits Program for the 2025/26 Benefit Year
- E. Approve Curriculum Approval for 2025-2026 Catalog, Part IV
- F. Approve Cathedral Catholic High School Course Agreement for Summer 2025 Course Offerings
- G. Approve Summer 2025 Program Components for the Oceanside Unified School District CCAP Dual Enrollment Program
- H. Approve increase to enrollment fees for the Child Development Center for academic years 2025/26 and 2026/27
- I. Adopt Resolution No. 17-24/25 Education Protection Account
- J. Approve Award of RFP 9-25 Human Resources Recruitment Advertising
- K. Approve Purchase of NextGen RCS Console from Motorola Solutions, Inc.
- L. Approve Amendment 1 for the Health Services Academy, Inc.
- M. Ratify Budget Transfers/Revisions
- N. Ratify Contracts and Approve Purchase Orders – March 21 through April 21, 2025

VIII. ACTION ITEMS

- A. Adopt Resolution No. 18-24/25 to Officially Withdraw Membership in the San Diego Risk Management Workers' Compensation Joint Powers Authority, effective July 1, 2025
- B. Adopt Facilities Futures Plan
- C. Approve Extension of Lease Agreement with Class Leasing, LLC for Oceanside Campus – Temporary Facilities

IX. FIRST READING – BOARD POLICIES

- A. Board Policy 4100 – Graduation Requirements for Degrees and Certificates
- B. Board Policy 4100C - Graduation Requirements for Adult High School Diploma and Noncredit Certificates

X. PERIODIC REVIEW – BOARD POLICIES (action required)

- A. Board Policy 2015 – Student Trustee

XI. INFORMATION

- A. Third Quarter Fiscal Report

XII. COLLEGE-RELATED REPORTS

- A. Trustees Activities
- B. Students
- C. Classified Employees
- D. Faculty
- E. Vice Presidents

1. Instructional Services
 2. Student Services
 3. Administrative Services
 4. Human Resources
- F. Office of the President
G. Superintendent/President

XIII. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

XIV. ADJOURNMENT

**UPCOMING MEETING
4 p.m. – June 26, 2025**

Oceanside Campus

Board meetings are held in meeting rooms that are accessible to those with mobility disabilities. If you wish to attend the meeting and you have another disability requiring special accommodation, please notify the assistant board secretary, 760.795.6610, 760.757.2121, extension 6610, or 619.755.5155, extension 6610. The California Relay Service is available by dialing 711 or 800-735-2929 or 800-735-2922.

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.



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

MINUTES OF CLOSED SESSION MEETING

**APRIL 17, 2025
(Draft)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in closed session on Thursday, April 17, 2025, in Room 204 at the Community Learning Center. President Rick Cassar called the meeting to order at 2 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

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

Administrators present:

Superintendent/President Sunny Cooke

Assistant Superintendent/Vice President Hayley Schwartzkopf

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

None.

IV. DECLARE NEED FOR CLOSED SESSION

At 2 p.m., the board announced the need to enter closed session, along with Superintendent/President Cooke and Assistant Superintendent/Vice President Schwartzkopf, 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 Hayley Schwartzkopf

Employee organizations: All Groups

B. Employee Discipline/Dismissal/Release, Number of Potential Cases: 1

(Pursuant to Government Code section 54957)

C. Conference with Legal Counsel, Anticipated Litigation, Number of Potential Cases: 1

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

- D. Public Employee Performance Evaluation**
(Pursuant to Government Code section 54957)
Title: Superintendent/President

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

At 3:47 p.m., the board returned to open session to report the following:

- 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 Hayley Schwartzkopf
Employee organizations: All Groups

No report.

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

No report.

- C. Conference with Legal Counsel, Anticipated Litigation, Number of Potential Cases: 1**

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

No report.

- D. Public Employee Performance Evaluation**
(Pursuant to Government Code section 54957)
Title: Superintendent/President

No report.

VI. ADJOURNMENT

The meeting adjourned at 3:59 p.m.

MINUTES APPROVAL:

Rick Cassar
President

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



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

MINUTES OF REGULAR BUSINESS MEETING

**APRIL 17, 2025
(DRAFT)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, April 17, 2025, in the Community Room, at the Community Learning Center. President Rick Cassar 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
Heather Conklin	Jacqueline Simon
Ann Crosbie	Rahime Demirci (student trustee)

Administrators present:

Superintendent/President Sunny Cooke
Assistant Superintendent/Vice President Hayley Schwartzkopf
Assistant Superintendent/Vice President Denée Pescarmona
Assistant Superintendent/Vice President Tim Flood
Assistant Superintendent/Vice President Alketa Wojcik

III. APPROVE MEETING MINUTES

A. Special/Closed Meeting of March 27, 2025

B. Workshop of March 27, 2025

C. Regular Business Meeting of March 27, 2025

By motion of Trustee Clendening, seconded by Trustee Conklin, the board approved the minutes of the special/closed session meeting of March 27, 2025.

Vote: 5/2/0

Aye: Cassar, Clendening, Conklin, Merchat, Pedroza

Abstentions: Crosbie, Simon

Absent: None

By motion of Trustee Simon, seconded by Trustee Clendening, the board approved the minutes of the workshop of March 27, 2025.

Vote: 6/1/0

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

Abstentions: Crosbie

Absent: None

By motion of Trustee Merchat, seconded by Trustee Simon, the board approved the regular business meeting minutes of March 27, 2025.

Vote: 6/1/0

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

Abstentions: Crosbie

Absent: None

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

Dean John Makevich welcomed all to the Community Learning Center. He reviewed the wide variety of programs available on Community Learning Center campus and the diversity of students. He invited all to attend the Adult High School Commencement ceremony on May 22.

V. CHANGES IN AGENDA ORDER

None.

VI. PRESENTATIONS

A. Career Education Update: Focus on Media Arts and Technology

Vice President/Assistant Superintendent Pescarmona introduced faculty members from the Media Arts and Technology Department Leigh Cotnoir, Karl Cleveland, and Min Choi, who presented an overview of their program. Designed to serve non-traditional students, the program supports entry-level training and reskilling in response to evolving technologies. The team highlighted recent innovations, employer partnerships, and student employment outcomes.

VII. CONSENT ITEMS

A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions

B. Approve Employment Contract for Professional Expert

C. Approve Classification of New Position and Job Description for Academic Services Specialist

D. Approve Increase to Hourly Pay Rates for College for Kids Counselors

E. Approve Out-of-Country Travel Request – David Parker

F. Approve Curriculum, Part III for 2025-2026 Catalog

G. Approve 2025/26 Instructional Material Fees List

H. Approve Renewal of Okta Identity and Access Management Security Software Licensing Subscription, Technical Support Services, and Maintenance

I. Approve Purchase through Community College Library Consortium for FY2026

J. Ratify Contracts and Approve Purchase Orders – February 21 through March 20, 2025

By motion of Trustee Pedroza, seconded by Trustee Conklin, consent items A-I were approved.

Vote: 7/0/0

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

Abstentions: None

Absent: None

By motion of Trustee Merchat, seconded by Trustee Clendening, consent item J was approved.

Vote: 6/1/0

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

Abstentions: Pedroza

Absent: None

VIII. ACTION

A. Adopt Resolution No. 16-24/25: Excuse Board Member Absence

By motion of Trustee Clendening, seconded by Trustee Merchat the board adopted with an amendment Resolution No. 16-24/25: Excuse Board Member Absence for Trustee Ann Crosbie.

Vote: 6/1/0

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

Abstentions: Crosbie

Absent: None

B. Adopt Resolution 14-24/25 – Authorizing Purchase of Blackbaud, Inc. Customer Relations Management Software

By motion of Trustee Merchat, seconded by Trustee Conklin, the board adopted Resolution No. 14-24/25 – Authorizing the purchase of Blackbaud, Inc. Customer Relations Management Software.

Vote: 7/0/0

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

Abstentions: None

Absent: None

C. Appoint Independent Citizens' Bond Oversight Committee Member

By motion of Trustee Clendening, seconded by Trustee Merchat, the board appointed an Independent Citizens' Bond Oversight Committee Member.

Vote: 7/0/0

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

Abstentions: None

Absent: None

D. Adopt Resolution 15-24/25 – Appoint New PARS Plan Administrator

By motion of Trustee Pedroza, seconded by Trustee Conklin, the board adopted Resolution No. 15-24/25 – Appoint New PARS Plan Administrator.

Vote: 7/0/0

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

Abstentions: None

Absent: None

IX. PERIODIC REVIEW – BOARD POLICIES (Action Required)

A. Board Policy 4050 – Articulation

By motion of Trustee Crosbie, seconded by Trustee Pedroza, the board adopted Board Policy 4050 - Articulation

Vote: 7/0/0

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

Abstentions: None

Absent: None

X. INFORMATION

A. Independent Citizens' Bond Oversight Committee Annual Report

Vice President/Assistant Superintendent Tim Flood introduced the Independent Citizens' Oversight Committee (ICBOC) members who were present, including incoming Chair Amy McNamara, outgoing Chair Josh Mazur, and current members Eleanor Evans, and Gigi Gleason. The report covered the committee's activities and proceedings for fiscal year 2024. It included a formal statement confirming that MiraCosta College fully complies with Article XIII A, Section 1(b)(3) of the California Constitution.

B. Recommendation to Change from Flexible Academic Calendar to a Compressed Flexible Academic Calendar

Vice President/Assistant Superintendent Pescarmona reported that in fall 2023, MiraCosta College formed an interdivisional Academic Calendar Task Force to build on past efforts and develop a transparent, inclusive process for reviewing and revising the academic calendar.

Led by the Academic Senate President Curry Mitchell the task force included representation from full-time and associate faculty, classified professionals, students, deans, and vice presidents from Instructional and Student Services. Meeting twice monthly throughout the 2023/24 academic year, the task force focused on four key objectives:

1. Sustaining inclusive outreach and collaboration
2. Creating 3–4 calendar models based on thorough research
3. Gathering stakeholder feedback via webinars, town halls, and surveys
4. Recommending a final calendar model for district adoption

All related materials, including FAQs, meeting minutes, and survey results, are available on the [MiraCosta Calendar Project](#) website.

XI. COLLEGE-RELATED REPORTS

A. Trustees Activities

Trustee Crosbie attended MiraCosta's outstanding Singin' in the Rain production.

Trustee Merchat visited the San Elijo Campus Farmers Market.

Trustee Conklin participated in several events, including the Phi Theta Kappa Induction Ceremony, where she proudly welcomed new inductees as a former PTK member. She also attended the Trans Day of Visibility downtown, the ribbon-cutting at the North County LGBTQ Resource Center, and the NAACP Blue & Gold event.

Trustee Clendening was present for a recent affiliation event at CSUSM as part of the Coalition for Black and African American Education, the TrueCare Gala and the Latino Book and Family Festival.

Trustee Anna Pedroza attended the Hispanic Network Breakfast at the San Elijo Campus. She appreciated MiraCosta's role in hosting this important monthly networking event.

Trustee Jackie Simon took a well-deserved spring break and looks forward to attending the Spring Celebration of Excellence on April 18.

President Cassar attended the Latino Book & Family Festival and the Farmers Market at the San Elijo Campus.

B. Students

Student Trustee Rahime Demirci reported that this year's ASG elections saw record student participation, with three well-attended candidate forums and an increase in students running for office, reflecting strong student engagement in shared governance.

MiraCosta College students attended the ASG General Assembly, where several presented at conference sessions. Three student-authored resolutions were passed, highlighting their active role in shaping statewide student policy and advocacy.

The ASG San Elijo Workgroup attended a recent Encinitas City Council meeting, where students delivered public comments advocating for improved biking infrastructure, showcasing their commitment to sustainability and community well-being.

Rahime proudly announced that the MiraCosta's Women's Rugby Team has qualified for Nationals next week, representing the college nationally and exemplifying excellence in athletics and teamwork.

C. Classified Employees

Classified Senate (CS) President Omar Jimenez reported that the Classified Senate has concluded their election of officers for 2025-2027. New senators include Susan Corley, Andrew Alvo, Anisha Jackson, Jorge Ramirez Ibanez, and Vice President Jennifer Streagle, and President Carl Banks. The officers will begin their roles on June 1.

D. Faculty

Academic President Curry Mitchell reported that it has been one year since students from the Sustainability Club successfully advocated for and secured the installation of refillable water stations across campus.

Guided Pathways – “Light the Fire” Event: Professor Thao Ha hosted a successful professional development event focused on integrating career skills into course design. The session, attended by 22 faculty members, provided space to build and share contextualized learning activities, focusing on aligning instruction with Guided Pathways goals.

Academic Senate Elections have been completed, and Jim Sullivan was elected as President-Elect, along with Robin Allyn, who will serve as Coordinating Officer for Associate Faculty. Three current senators were re-elected, and four new senators have joined the team.

MiraCosta will participate virtually in the ASCCC Spring Plenary, held in a dedicated space at the CLC. This will serve as a team-building opportunity for Senate leaders and faculty colleagues.

All current and incoming Academic Senate leaders and subcommittees will participate in a reflection meeting to debrief the year's work and help shape the annual report. The group will also begin goal-setting for the coming academic year.

E. Assistant Superintendents/Vice Presidents

1. Instructional Services

Vice President/Assistant Superintendent Pescarmona reported that as of yesterday, the college is reflecting a two percent increase in headcount and a 0.5 percent increase in Full-Time Equivalent Students (FTES). This represents slow but steady, sustainable growth.

Fall 2025 marks a significant milestone as MiraCosta College becomes one of the first institutions in the state to implement Common Course Numbering (CCN). This statewide initiative streamlines course identification, making it easier for students to transfer and navigate their academic pathways. The first nine CCN courses will launch this fall. A new Program Mapper tool will also be released to help students visualize and easily plan their academic journey.

Pescarmona said that the performing arts season is in full swing and encouraged all to attend and support these amazing events.

2. Student Services

Vice President/Assistant Superintendent Wojcik reported that MiraCosta College is in full swing with many end-of-semester events and celebrations on the calendar. This spring marks the largest number of graduation petitions submitted since before COVID-19. She gave a shout-out to our team of evaluators—for the first time in nine years, all graduation petitions will be evaluated before the end of the term. This achievement means that students will be able to receive their diplomas much faster.

The Pacific Coast Beach Volleyball Tournament returns tomorrow, bringing exciting competition and campus energy to our coastal courts. We encourage the campus community to come out and show support.

The summer and fall 2025 schedules are now available, and student registration begins May 5. Wojcik then congratulated Dr. Cooke for her outstanding leadership and representation of MiraCosta College at the recent American Association of Community Colleges (AACC) Conference.

3. Administrative Services

Assistant Superintendent/Vice President Flood reported that a sinkhole was recently discovered in the driveway at the San Elijo Campus. Initial investigations, including using ground-penetrating radar, revealed that the void beneath the surface is significantly deeper than anticipated. Given the high-water table in the area, the district will proceed with coring and boring to determine the full extent of the issue. An emergency resolution will be presented to the Board next month to authorize necessary repairs and ensure the safety and accessibility of the campus.

A longstanding water leak was recently uncovered in Building 4800. This issue escalated when crews opened the wall and found extensive water damage requiring the removal of both interior wall surfaces down to the studs.

Environmental testing is currently underway, after which the walls will be reconstructed.

Flood proudly announced that the Chemistry and Biotechnology building has been nominated for an award at the Construction Managers Association of America (CMAM).

4. Human Resources

Assistant Superintendent/Vice President Schwartzkopf reported that Human Resources is in a particularly busy season, actively supporting 25 classified recruitments, 10 full-time faculty recruitments, and 15 additional recruitments are currently in progress

Last week, Human Resources launched the 10,000 Steps Challenge, and participation exceeded expectations with 169 employees signing up.

The college recently received updated benefit rate information, which reflects an increase for the upcoming year. Next week, a Fringe Benefits Committee meeting is scheduled to review the new rates and discuss implications for employees and the district.

The district's Leadership Development Program, designed and facilitated by the Executive Leadership Team, concludes on a high note. This year, 15 individuals participated in the program to cultivate internal talent and support professional growth. The final session will take place on May 1.

F. Superintendent/President

Superintendent/President Cooke reported that this past week, she attended the American Association of Community Colleges Annual Conference along with Drs. Wojcik and Stewart. Dr. Alketa Wojcik delivered a powerful presentation on MiraCosta's Culture of Care, reinforcing the importance of connection, equity, and compassion in serving students and each other. Dr. Wendy Stewart and I also presented on Futures and Planning, engaging the campus in a meaningful conversation about preparing MiraCosta College for 2040 and beyond.

The California state audit of the 50 Percent Law was recently published. MiraCosta College received no findings or recommendations, reflecting our responsible and transparent fiscal practices. She noted several concerns in the data used, including the fact that the audit relied on inaccurate and poor-quality data, including miscounts of administrators. Also, despite seven prior attempts to modernize the 50 Percent Law, it continues to exclude the full salaries of essential faculty, such as librarians and counselors, from the instructional side of the calculation. Finally, and most frustratingly, the report failed to acknowledge the vital role of classified professionals, omitting any recognition of the direct support they provide to students.

Dr. Cooke also reported that we closely monitor developments at the U.S. Department of Education, where major changes are underway. The department is being dismantled, with nearly all staff from IPEDS (Integrated Postsecondary Education Data System)—our nation's primary higher education data system—being let go. Only three employees remain. This raises serious concerns about federal accountability, data integrity, and accreditation processes. The weakening of regulatory infrastructure may open the door

for predatory institutions, which could have devastating effects on students, particularly those from vulnerable populations.

XII. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

None.






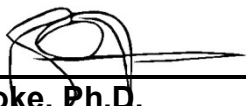
XIII. ADJOURNMENT

The meeting adjourned at 6:02 p.m.

MINUTES APPROVAL:

Rick Cassar
President

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

Subject: Update on IDEA Efforts	Attachment: <u>PowerPoint Presentation</u>
Category: Presentation	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>
Recommended:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The Chief Inclusion, Diversity, Equity, and Accessibility (IDEA) Officer position was established in November 2022 and became a permanent role in April 2024. Since the inception of the position and the creation of the Office of IDEA, the college has advanced several key initiatives to institutionalize IDEA efforts, address student equity gaps, create inclusive spaces, and expand professional learning.


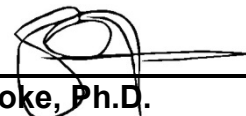
Over the past year, the office has continued to align strategies with institutional planning, expanded cross-campus collaboration, and deepened student and employee engagement efforts.

STATUS

Chief IDEA Officer Wendy Stewart will provide an annual update on progress toward established goals, key accomplishments and initiatives, and priorities for the upcoming year and beyond.

RECOMMENDATION

For information only.

Subject:	Attachment:
Facilities Futures Plan Presentation	<u>Facilities Futures Plan Website</u>
Category:	Type of Board Consideration:
Presentation	<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>✓</div> <div>Goal 4</div> </div>
Recommended:	Approved for Consideration:
 <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	 <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

In the summer of 2023, the district began the process of updating the 10-year facilities plan. Guided by the needs of the Education Plan, this plan lays out a high-level blueprint of the future of facilities at MiraCosta College, incorporating futures strategies and signals with a strong focus on sustainability efforts.

The nearly two-year plan development process went through a series of five phases: prepare, analyze, frame, explore, and recommend, to review as much of the available data points, gather community and constituent feedback, and develop a comprehensive plan to guide the district into an equitable, collaborative, adaptable, and sustainable future.






The Facilities Futures Plan (FFP) has been shared with the governance groups and college community this fall and is being brought today for board adoption.

STATUS

Assistant Superintendent/Vice President Flood will present the final Facilities Futures Plan.

RECOMMENDATION

For information only.

Subject: Ratify Recommendations of Superintendent/President in Approving Personnel Actions	Attachment: None
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>
Recommend:  <hr/> Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

STATUS

1. Retirement of Vice President Charlie Ng, Assistant Superintendent/Vice President, Human Resources, position P-00403, effective May 7, 2025.
2. Retirement of regular academic employees:

John Thomford, Instructor, Biology, Biological Sciences, position P-00478, effective May 23, 2025.

Isabel Luengo, Instructor, Philosophy, Philosophy & Religious Studies, position P-00597, effective May 23, 2025.

David Detwiler, Instructor, Spanish, International Languages, position P-00612, effective May 23, 2025.
3. Resignation of the following regular classified employees:

Adam Guzman, Instructional Assistant, 10M, Automotive Technology, position P-00225, effective April 28, 2025.

Jorge Ovando, Instructional Associate, School of Nursing, Health and Wellness, position P-00221, effective June 15, 2025.
4. Employment of the following full-time, tenure-track faculty member:

Iris Ayala-Swindell, Counselor - Career Studies, P-00444, full-time, tenure-track, 195 days per year, salary class III, step 6, \$114,968 (base) x 1.1080 time factor = \$127,384 per year (2024/25 academic salary schedule), effective May 1, 2025.

- MS, Education - Workforce Education and Development, Southern Illinois University -Carbondale
- Graduate Certificate, Academic Advising, Kansas State University
- BS, Fashion Merchandising, University of Delaware

Iris has served as a full-time Program Manager at the Student Veterans Resources Center at UCSD from August of 2018 through June of 2021. Shortly thereafter, Iris served as Interim Director of Student Success Programs at UCSD as well, from July 2021-June 2022. Since March 2024, Iris has served as an Associate Career Counselor at MiraCosta College.

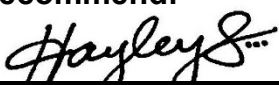

5. Employment of regular classified employee Cory Boll, Box Office Cashier 10M, Cashiering Services, P-00090, classified salary range 11, step 1, \$1,763.20 per month, part-time, 10 months per year, effective April 7, 2025. Cory was selected through an open recruitment process.
6. Permanent change of assignment for Dung Le, Senior Financial Analyst, Administrative Services, position P-05808, has accepted the position of Director, Fiscal Services, position P-00143, salary range CM-18, step 1, L-1, \$13,363 per month, full-time, 12 months per year, effective April 9, 2025. Dung was selected through an open recruitment process.
7. Temporary reclassification per Section H.5.0, Classified Senate Employee Manual, for classified employee Destiny Costilow, Student Support Advisor, Student Services Welcome Center, position P-00373, will serve as Interim Academic Records Evaluator, A&R Academic Records, classified salary range 23, step 2, \$6,576.33 per month, full-time, effective May 1–June 30, 2025.
8. In accordance with Article 12.7 of the Academic Associate Faculty collective bargaining agreement, Eduardo Aguilar, Associate Faculty member in History, requests advancement on the associate faculty salary schedule, from salary class 5 to 6, due to the completion of a doctoral degree, effective June 1, 2025.
9. Employment of the following associate faculty members for the 2025 spring and fall sessions, payable in accordance with the Collective Bargaining Agreement for Academic Associate Faculty:

Andrew	Murray	English as a Second Language
Doris	Torres	English as a Second Language
Joseph	Marlett	Music
10. Request approval of the following short-term and substitute employees. These employees meet the Education Code 88003 definition of short-term and substitute employees, and as such, these employees will be employed and paid for less than 75 percent of the college year.

Administrative Services						
Employee Name	Job Title	Assignment	Department	Pay Rate	Start Date	End Date
Bailey, Blake	Professional Expert, Hourly	Short-term	ITS Technology Support Services	\$55.00/hr	7/1/25	6/30/26
Farnsworth, Ryan	Professional Expert, Hourly	Short-term	ITS Technology Support Services	\$55.00/hr	7/1/25	6/30/26
IDEA						
Employee Name	Job Title	Assignment	Department	Pay Rate	Start Date	End Date
Collins, Kaleigh	Campus Aide III	Short-term	Student Equity	\$18.50/hr	5/16/25	6/30/25
Fuentes, Cassandra	Campus Aide III	Short-term	Student Equity	\$18.50/hr	5/16/25	6/30/25
Hernandez, Gaudencio	Campus Aide III	Short-term	Student Equity	\$18.50/hr	5/16/25	6/30/25
Olea, Jair	Campus Aide III	Short-term	Student Equity	\$18.50/hr	5/16/25	6/30/25
Siy, Mark	Campus Aide III	Short-term	Student Equity	\$18.50/hr	5/16/25	6/30/25
Vargas, Diego	Campus Aide III	Short-term	Student Equity	\$18.50/hr	5/16/25	6/30/25
Wong, Ella	Campus Aide III	Short-term	Student Equity	\$18.50/hr	5/16/25	6/30/25
Instructional Services						
Employee Name	Job Title	Assignment	Department	Pay Rate	Start Date	End Date
Gudgeon, Kaycee	Apprentice I	Short-term	Chemistry	\$16.50/hr	5/16/25	6/30/25
Behler, Charlotte	Campus Aide I	Short-term	Theatre & Film	\$16.50/hr	5/17/25	6/30/25
Martinez, Paola	Campus Aide I	Short-term	Community Ed & Workforce Dev	\$16.50/hr	5/26/25	6/30/25
Behler, Charlotte	Campus Aide II	Short-term	Theatre & Film	\$18.50/hr	5/17/25	6/30/25
Herrera, Edgar	Campus Aide III	Short-term	Sociology	\$20.50/hr	5/16/25	6/30/25
Menendez, Ethen	Campus Aide III	Short-term	Theatre & Film	\$20.50/hr	5/17/25	6/30/25
Mueller, Curtis	Campus Aide III	Short-term	Dance	\$20.50/hr	7/1/25	7/31/25
Gutierrez, Christian	Career Studies & Services Internship & Technical Specialist	Substitute	Workforce IOA	\$31.14/hr	4/9/25	6/30/25
Baker, Jacob	College for Kids Counselor	Short-term	Community Ed & Workforce Dev	\$18.50/hr	6/15/25	6/30/25
Brown, Tamera	College for Kids Counselor	Short-term	Community Ed & Workforce Dev	\$18.50/hr	6/15/25	6/30/25
Busto, Maia	College for Kids Counselor	Short-term	Community Ed & Workforce Dev	\$18.50/hr	6/15/25	6/30/25
Chang, Emily	College for Kids Counselor	Short-term	Community Ed & Workforce Dev	\$18.50/hr	6/15/25	6/30/25
Darling, Katherine	College for Kids Counselor	Short-term	Community Ed & Workforce Dev	\$18.50/hr	6/15/25	6/30/25
Gudino, Karely	College for Kids Counselor	Short-term	Community Ed & Workforce Dev	\$18.50/hr	6/18/25	6/30/25
Laie, Donovan	College for Kids Lead Counselor	Short-term	Community Ed & Workforce Dev	\$22.00/hr	6/1/25	6/30/25
Madakasira, Amisha	College for Kids Counselor	Short-term	Community Ed & Workforce Dev	\$18.50/hr	6/15/25	6/30/25
Martinez Lopez, Diana	College for Kids Counselor	Short-term	Community Ed & Workforce Dev	\$18.50/hr	6/15/25	6/30/25
Martinez, Daniel	College for Kids Counselor	Short-term	Community Ed & Workforce Dev	\$18.50/hr	6/15/25	6/30/25
Martinez, Paola	College for Kids Counselor	Short-term	Community Ed & Workforce Dev	\$18.50/hr	6/15/25	6/30/25
Moore, Cadence	College for Kids Counselor	Short-term	Community Ed & Workforce Dev	\$18.50/hr	6/15/25	6/30/25
Morrow, Leila	College for Kids Counselor	Short-term	Community Ed & Workforce Dev	\$18.50/hr	6/15/25	6/30/25
Muagututia, Malini	College for Kids Counselor	Short-term	Community Ed & Workforce Dev	\$18.50/hr	6/15/25	6/30/25
Parilla, Tiffany	College for Kids Counselor	Short-term	Community Ed & Workforce Dev	\$18.50/hr	6/15/25	6/30/25
Perusse, Abigail	College for Kids Counselor	Short-term	Community Ed & Workforce Dev	\$18.50/hr	6/15/25	6/30/25
Rose, Pheonix	College for Kids Counselor	Short-term	Community Ed & Workforce Dev	\$18.50/hr	6/15/25	6/30/25
White, Jacob	College for Kids Counselor	Short-term	Community Ed & Workforce Dev	\$18.50/hr	6/15/25	6/30/25
Smith, Shehara	Horticulture Assistant	Short-term	Horticulture	\$31.14/hr	7/1/25	6/30/26
Verde, Nallely	Instructional Aide	Short-term	Workforce IOA	\$24.72/hr	7/1/25	12/31/25
De Luna, Jr., Flavio Luis Alonso	Science Laboratory Technician	Short-term	Chemistry	\$32.99/hr	7/1/25	6/30/26
Hernandez, Julie	Senior Science Lab Associate	Substitute	Chemistry	\$39.24/hr	7/1/25	6/30/26
Soldano, Matthew	Senior Science Lab Associate	Substitute	Chemistry	\$39.24/hr	7/1/25	6/30/26
Student Services						
Employee Name	Job Title	Assignment	Department	Pay Rate	Start Date	End Date
Bell, Ryan	Testing Services Assistant	Substitute	Testing Services	\$29.38/hr	6/1/25	6/30/25
Perryman, Westly	Facilities Event Support Assistant	Substitute	Athletics & Intramurals	\$25.00/hr	5/16/25	6/30/25

RECOMMENDATION

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

Subject: Approve Revised Employment Contract for Professional Expert	Attachment: Revised Employment Contract for Professional Expert
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"/>
Recommend:  Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

MiraCosta College administers a number of grants, including the Bioscience Workforce Development Hub grant. Education Code section 88003.1(b)(2) allows for personal services contracts to be used when services to be performed are not available through the district, cannot be performed satisfactorily by district employees, or are of such a highly specialized or technical nature that the necessary expert knowledge, experience, and ability are not available through the district.

STATUS

Due to a reduction in available grant funds, the following revised professional expert employment contract is recommended with the term commencing on May 1, 2025 - June 30, 2025:

- Terri Quenzer, Executive Director, Bioscience Workforce Development Hub, 0.75 FTE, \$9,306.94 per month (professional expert salary schedule). This change results in a salary of \$18,613.88 for the remainder of 2024/25 academic year.

This contract supersedes the contract that was signed on July 1, 2024, with a 1.0 FTE.

RECOMMENDATION

Approve the employment contract for the professional expert, as stated above.

MiraCosta Community College District PERSONAL SERVICES CONTRACT

This contract ("Agreement") between the MiraCosta Community College District ("District") and Terri Quenzer ("Quenzer"), an individual, is made as of May 1, 2025.

Recitals

A. The District is authorized by California Education Section 88003.1(b)(2), which provides for personal services contracting when the services to be performed are not available through the District, cannot be performed satisfactorily by District employees, or are of such a highly specialized or technical nature that the necessary expert knowledge, experience and ability are not available through the District.

B. The District desires the personal services of Quenzer for the services described in this Agreement and Exhibits.

C. Quenzer warrants and represents that they are competent to perform the duties and responsibilities required by this Agreement and by all applicable laws and regulations.

D. This Agreement is subject to all the applicable laws of the State of California, the rules and regulations of the State Board of Governors, and the rules and regulations of the District's Governing Board.

E. This Agreement is entered into in accordance with Education Code section 88003.1.

Terms and Conditions

1. Position and Term.

1.1 Position. District agrees to retain Quenzer and Quenzer agrees to be retained by District as Executive Director, Bioscience Workforce Development Hub. Quenzer has the responsibilities and authority that are associated with Quenzer's position as defined in the position description and all other duties and responsibilities as assigned or required by the Superintendent/President or designee.

1.2 Term. The term of this Agreement is from May 1, 2025. to June 30, 2025, unless terminated pursuant to the terms of this Agreement. This contract supersedes the contract that was signed on July 1, 2024, with a 1.0 FTE.

2. Salary and Benefits.

2.1 Salary. Quenzer shall be paid 0.75 FTE, \$9,306.94 per month (professional expert salary schedule). For the remainder of 24/25 Academic Year, the total salary is \$18,613.88. The salary will be prorated for service performed of less than one year. The salary will be paid according to the District's customary payroll practices. All payments of salary or other compensation will be reduced by any applicable withholdings and deductions (including voluntary withholdings).

2.2 Benefits. Quenzer shall be entitled to the following District benefits:

- Six (6) hours of vacation accrued per month of service (up to 240 hours annually). Quenzer may accrue up to twice the annual allotment in successive contract years;
- Sick leave at the rate of three-quarters (0.75) a day per month of service;

- Insurance coverages, and District contribution toward insurance coverages, that are provided to employees of the District employed at 50 percent or more of a full-time-equivalent; and
- Membership in the California Public Employees' Retirement System ("CalPERS") or the State Teachers' Retirement System ("STRS") contingent on meeting eligibility requirements of either the Public Employees Retirement Law or State Teachers Retirement Law.

2.3 Overtime Status. The parties acknowledge and agree that the position of Executive Director, Bioscience Workforce Development Hub may require more than 40 hours of work per week. The parties further acknowledge that this position is exempt from the payment of overtime under state and federal law.

3. Indemnity. As provided in Government Code sections 825 and 995 et seq.

4. Termination of Agreement Due to Loss of Funding. Quenzer acknowledges and understands that the position of Executive Director, Bioscience Workforce Development Hub is a categorically, grant-funded position. As such, Quenzer's employment is temporary and Quenzer has no right or expectation of permanent employment at any time. As such, if the District loses the funding for the position, or the funding is not renewed, this Agreement shall be terminated effective upon the cessation of the funding for the position. Termination due to a loss or non-renewal of the funding does not trigger the severance pay under Paragraph 5 below.

5. Settlement on Termination of Agreement Without Cause. Regardless of the term of this Agreement, the Superintendent/President may terminate this Agreement at any time prior to the date on which the term of this Agreement would have otherwise expired, without cause. In such an event, the maximum cash settlement Quenzer may receive shall be equal to the monthly salary of multiplied by the number of months left on the unexpired term of this Agreement, or three months, whichever is less, and shall not include non-cash items. The intent of this provision is to satisfy the requirements of Government Code sections 53260-53264, and this provision shall be interpreted in a manner consistent with those statutes. District agrees to pay any lump sum cash payment ("Severance Pay"), less legally required for authorized deductions, if applicable, within thirty (30) days of the effective date of termination. In exchange for any lump sum cash payment provided to Quenzer, Quenzer shall execute a release and waiver, in a form acceptable to the legal counsel for District, releasing the District, and all of its elected officers, employees, agents, representations, and attorneys, from any claim associated with the termination.

6. Termination of this Agreement During its Term With Cause. The Superintendent/President may terminate this Agreement during its term and discharge Quenzer if Quenzer commits a material and substantial breach of this Agreement and/or for cause. Such breach of Agreement and discharge shall nullify the terms of this Agreement and Quenzer shall cease to receive any form of compensation upon the effective date of termination. The term "cause" is defined as those actions, omissions, or behaviors which are detrimental to the operations of the District and/or its major instructional, student and administrative divisions, or which impair the District's mission, purpose, or objectives. Conduct which constitutes a breach of contract and cause for discharge, includes, but is not limited to: unsatisfactory work performance, insubordination, failure to comply with district policy, rules and regulations or other misconduct which interferes with the performance of their duties and responsibilities to the district.

7. Provisions of Government Code Sections 53243.3-53243.4.

7.1. In the event that District provides paid leave to Quenzer pending an investigation of a crime involving abuse of this office or position covered by Government Code section 53243.4, and should that investigation lead to a conviction, Quenzer shall fully reimburse District for any salary provided for that purpose.

7.2. In the event that District provides funds for the legal criminal defense of Quenzer pending an investigation of a crime involving an abuse of this office or position covered by Government Code section 53243.4, and should that investigation lead to a conviction, Quenzer shall fully reimburse District for any funds provided for that purpose.

7.3. In the event that District provides a cash settlement related to the termination of Quenzer as defined in the terms of this Agreement and Quenzer subsequently is convicted of a crime involving abuse of office or position covered by Government Code section 53243.4, Quenzer shall fully reimburse District for any funds provided for that purpose.

7.4. "Abuse of office or position" is defined in Government Code section 53243.4 to mean either of the following:

7.4.1. An abuse of public authority, including, but not limited to, waste, fraud, and violation of the law under color of authority.

7.4.2. A crime against public justice, including, but not limited to, a crime described in Title 5 (commencing with Section 67), Title 6 (commencing with Section 85) or Title 7 (commencing with Section 92) of Part 1 of the Penal Code.

8. Miscellaneous Provisions. This Agreement contains the entire agreement and understanding between the parties. There are no oral understandings, or terms and conditions not contained or referenced in this Agreement. This Agreement cannot be changed orally. It may be modified in writing by mutual agreement of the parties as set forth above. This Agreement supersedes all Board Policies, rules, regulations, handbooks or practices which are inconsistent with or in conflict with this Agreement.

9. Representations and Warranties.

Quenzer represents and warrants that Quenzer:





(A) has read this Agreement and understands its provisions; and

(B) is freely and voluntarily signing this Agreement.

MiraCosta Community College District

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

Terri Quenzer Date
Executive Director, Bioscience
Workforce Development Hub

Subject: Approve Employment Contract for Assistant Superintendent/Vice President, Administrative Services	Attachment: Employment Contract
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>
Recommend:  <hr/> Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Elba Gomez, Vice President of Administration/Chief Administrative Officer at the Port of San Diego, and former Executive Director of Human Resources at the County of Madera, has been selected to serve as the Assistant Superintendent/Vice President, Administrative Services, effective June 16, 2025. Elba has also served as the District Director of the Personnel Commission & Employment Services at State Center Community College and as Chief Financial Officer/Human Resources Consultant at Clovis Junior College.

STATUS

After a competitive search and a recommendation by the hiring committee and the superintendent/president, Elba Gomez is recommended to serve as the Assistant Superintendent/Vice President, Administrative Services, effective June 16, 2025. The annual salary will be \$255,733, full-time, range 2 step 3 on the 2024-2025 Vice President and Associate Vice President/Chief Diversity Officer Salary Schedule. Her qualifications include:

- Doctorate—Organizational Change and Leadership - University of Southern California (*in progress*)
- MS—Business—Human Resources Management—Keller Graduate School of Management
- BS—Business Technical Management—DeVry
- VP of Administration/Chief Administrative Officer at the Port of San Diego, May 2022—Present
- Executive Director of Human Resources—County of Madera, February 2020—May 2022

- State Center Community College–District Director of Personnel Commission & Employment Services, February 2006–February 2020
- Chief Financial Officer/Human Resources Consultant–Clovis Junior College, January 2012–March 2019

RECOMMENDATION

Approve employment contract for Assistant Superintendent/Vice President, Administrative Services, as stated above.

MIRACOSTA COMMUNITY COLLEGE DISTRICT ADMINISTRATOR EMPLOYMENT AGREEMENT

This agreement ("Agreement") is made June 16, 2025, by and between the MiraCosta Community College District ("District") in San Diego County, California, and Elba Gomez, Assistant Superintendent/Vice President, Administrative Services ("Administrator").

1.0 DUTIES

The Administrator agrees to be and act as Assistant Superintendent/Vice President, Administrative Services, of MiraCosta College, performing duties specified in the position description adopted by the Board of Trustees for this position.

2.0 TERM

This Agreement is for a 1-year term commencing on June 16, 2025, and ending on June 15, 2026, and is renewable by June 30 each year. Upon the recommendation of the Superintendent/President, the Board of Trustees may renew this Agreement in accordance with board policy provided that the employee's most recent performance evaluation has been "satisfactory."

3.0 SALARY

The Administrator shall be paid according to Vice President Range 2, step 3, \$255,733 annually on the 2024–2025 Vice President Salary Schedule. The salary will be paid according to District's customary payroll practices. All payments of salary or other compensation payments will be reduced by any applicable withholdings and deductions (including voluntary withholdings).

If the Administrator works for less than a full fiscal year, the initial or final checks will be adjusted for the number of contract days actually worked. For this purpose only, the daily rate is calculated by dividing the annual salary by the number of contract days. It is further the express understanding of the parties that the Board of Trustees reserves the right to modify at any time the existing policy as it relates to compensation of the Administrator provided that the Administrator's actual compensation shall not be reduced absent mutual agreement.

The Administrator's placement on the Vice President Salary Schedule shall increase by one-step each succeeding July 1, up to the maximum step on the salary schedule, upon the condition that the Administrator's most recent evaluation is satisfactory and the Administrator has served in the assignment for at least seventy-five percent (75%) of the preceding year.

4.0 HEALTH-AND-WELFARE BENEFITS

The District agrees to provide the Administrator an annual health-and-welfare benefit package identical to that provided to all other faculty and administrative personnel in the District.

5.0 RETIREMENT BENEFITS

Administrator shall be eligible to participate in the health-and-welfare benefits for early retirees upon meeting all of the requirements thereof.

- 5.1 To be eligible for the health and welfare benefit program described in this section, the Administrator must retire from the District, have reached age fifty-five (55) by June 30 of the fiscal year in which their retirement is effective, and have completed ten (10) years of service as a Vice President with the District.
- 5.2 The District will provide health and welfare coverage for the retired Administrator and any eligible dependents at the same level and on the same basis as that of an active Administrator (with the exception of disability and accident insurance) from the age of retirement from the District until the retiree reaches age sixty-five (65). Once eligible, the Administrator is assured of program continuation until age sixty-five (65), full length of the program, or death, whichever occurs first. At the age of sixty-five (65), the retired Administrator will transition to the "Post 65" Benefit Program.
- 5.3 The Post 65 Benefits Program provides for the reimbursement of healthcare premiums and/or Medicare supplement payments for the retired Administrator and their spouse/domestic partner. The retired Administrator and their spouse/domestic partner will be eligible to receive a healthcare premium reimbursement not to exceed \$5,000 each for the retiree and their spouse until the retiree dies.

6.0 SABBATICAL

6.1 Requirements: The Administrator shall submit a request for sabbatical leave to the Superintendent/President. The Superintendent/President may make a recommendation to the Board of Trustees based on a satisfactory means of covering the Administrator's assignment during the period of leave and availability of funds. Approval of sabbatical leave is within the discretion of the Board of Trustees. The sabbatical leave may be for one or more of the following: travel, study, research, or writing.

6.2 Eligibility: As a condition precedent to the submission of a request for sabbatical leave, the Administrator shall meet the following criteria:

- a. Shall have rendered at least six (6) consecutive years of service in the position of Vice President for the District preceding the granting of leave. Not more than one such leave shall be granted in each six (6) year period. (Ed. Code Section 87768).
- b. Shall agree to render service to the District equal to twice the period of leave upon return from sabbatical leave. (Ed. Code Section

87770).

- c. Shall furnish a suitable bond to the Governing Board upon approval of a sabbatical leave application. (Ed. Code Section 87770).

6.3 Compensation: Compensation during sabbatical leave approved by the Board of Trustees for up to 17 weeks shall be at full salary compensation.

- a. Sabbatical leave shall count toward retirement (full benefits for up to 17 weeks).
- b. Upon return to regular service, salary shall be that of the step on the schedule the Administrator would have received had sabbatical leave not been taken.
- c. Compensation shall be paid to the Administrator while on leave in the same manner as if the Administrator were on duty in the District.

6.4 Report on Activities While on Leave: The Administrator shall file a report for the Board of Trustees within ninety (90) days of their return summarizing the sabbatical experience.

6.5 Application for Sabbatical Leave: Discussion with the board about the sabbatical period should occur within a one-year timeframe prior to the start of the sabbatical. Availability of funding and plans for appropriate coverage should be a part of that discussion.

6.6 Length of Leave: A sabbatical leave may be granted for periods of up to 17 weeks (the equivalent of an academic semester) which may be taken during any portion of a year to presumably coincide with a period of relatively lower activity.

7.0 EXPENSES

In lieu of any provisions provided by District policies and procedures for expense reimbursements for transportation or expenses incurred within San Diego County, Administrator will be given the following monthly allowances: five hundred twenty-five dollars (\$525) for expenses; five hundred fifty dollars (\$550) for automotive expenses and traveling expenses within the county. Administrator shall also be eligible to be reimbursed for parking in San Diego County and mileage and parking expenses related to approved business travel out of the county. The Administrator will be provided an additional monthly allowance for the purchase of a mobile communication device and service plan acceptable to the District, as per Board Administrative Procedure 6450, currently one hundred twenty-five dollars (\$125) per month as an exceptional heavy user. Administrator acknowledges and agrees that the preceding expense considerations are currently considered as taxable compensation by the United States and State of California governments. Reimbursements for expenses for attending meetings, conferences, or other activities outside of San Diego County that are required for the performance of the Administrator's duties shall otherwise be in accordance with District policies and procedures.

8.0 DAYS OF SERVICE

This Agreement provides 261 contract days per year (218 on-duty days; 25 vacation days; 18 holidays), with vacation, sick leave, and personal necessity leave available in accordance with District policy. Prior to the start of each fiscal year, the Administrator's non-contract days, if any, will be approved by the Administrator's supervisor and reported to the District's payroll office.

9.0 EVALUATION

The Administrator is subject to regular evaluations as provided in the District's policies and procedures. An interim evaluation may be initiated at any time by the Administrator's supervisor or by the Administrator.

10.0 REASSIGNMENT

The Administrator may be reassigned to another position for which they have the necessary qualifications, in accordance with District policies and procedures governing reassignment and retreat rights.

11.0 TERMINATION

11.1 Settlement on Termination of Contract Without Cause: Regardless of the term of this contract, the Board may terminate this Agreement at any time prior to the date on which the term of this Agreement would have otherwise expired, without cause. In such an event, the maximum cash settlement Administrator may receive shall be equal to the monthly salary of Administrator multiplied by the number of months left on the unexpired term of the contract or eighteen months, whichever is less, and shall not include non-cash items except for health benefits. The intent of this provision is to satisfy the requirements of Government Code sections 53260-53264, and this provision shall be interpreted in a manner consistent with those statutes. District agrees to pay any lump sum cash payment ("Severance Pay"), less legally required for authorized deductions except contributions to CalPERS or CalSTRS, within thirty (30) days of the effective date of termination. In exchange for any lump sum cash payment provided Administrator, Administrator shall execute a release and waiver, in a form acceptable to the legal counsel for District, releasing the District, and all of its elected officers, employees, agents, representations, and attorneys, from any claim associated with the termination.

11.2 Termination of this Agreement During its Term With Cause: The Board may terminate this contract during its term and discharge Administrator if Administrator commits a material and substantial breach of this Agreement and/or for cause. Such breach of contract and discharge shall nullify the terms of this Agreement and Administrator shall cease to receive any form of compensation upon the effective date of termination. The term "cause" is defined as those actions, omissions, or behaviors which are detrimental to the operations of the District and/or its major instructional, student and administrative divisions, or which impair the District's mission, purpose, or objectives. Conduct which constitutes a breach of contract and cause for discharge, includes, but is not limited to: unsatisfactory work performance, insubordination, failure to comply with District policy, rules and regulations or other misconduct which interferes with the performance of their duties and responsibilities to the District.

11.3 Dismissal or Imposition of Penalty for Cause During Contract: If the

Administrator has tenure as a faculty member, dismissal or imposition of penalty for cause during this contract shall be in accordance with District policy provisions applicable to faculty members. If the Administrator does not have tenure as a faculty member, dismissal or the imposition of penalties for cause during the term of this contract shall be in accordance with applicable District policies and procedures for other administrators.

12.0 Provisions of Government Code Sections 53243.3-53243.4.

12.1 In the event that District provides paid leave to Administrator pending an investigation of a crime involving abuse of this office or position covered by Government Code section 53243.4, and should that investigation lead to a conviction, Administrator shall fully reimburse District for any salary provided for that purpose.

12.2 In the event that District provides funds for the legal criminal defense of Administrator pending an investigation of a crime involving an abuse of this office or position covered by Government Code section 53243.4, and should that investigation lead to a conviction, Administrator shall fully reimburse District for any funds provided for that purpose.

12.3 In the event that District provides a cash settlement related to the termination of Administrator as defined in the terms of this Agreement and Administrator subsequently is convicted of a crime involving abuse of office or position covered by Government Code section 53243.4, Administrator shall fully reimburse District for any funds provided for that purpose.

12.4 "Abuse of office or position" is defined in Government Code section 53243.4 to mean either of the following:

- a. An abuse of public authority, including, but not limited to, waste, fraud, and violation of the law under color of authority.
- b. A crime against public justice, including, but not limited to, a crime described in Title 5 (commencing with Section 67), Title 6 (commencing with Section 85) or Title 7 (commencing with Section 92) of Part 1 of the Penal Code.

13.0 OTHER PROVISIONS

13.1 This Agreement does not confer tenure.

13.2 This Agreement contains the entire agreement and understanding between the parties. There are not oral understandings, terms, or conditions, and neither party has relied upon any representation, express or implied, not contained in this Agreement.

13.3 This Agreement may be modified or terminated by mutual consent of the parties, provided, however, that the party seeking such modification or termination shall give not less than 45 calendar days' written notice to the other party, unless otherwise mutually agreed in writing.

13.4 This Agreement cannot be changed or supplemented orally. It may be modified or superseded only by a written instrument executed by both of the parties after a vote in an open session of the Board of Trustees.

13.5 The Administrator may not assign or transfer any rights granted or obligations assumed under this Agreement.

13.6 This contract is subject to and incorporates by reference as if fully set forth herein provisions of the laws of the State of California and policies, rules, and regulations of the District.

13.7 Upon execution and adoption by the Governing Board of this Agreement, all prior employment contracts between the District and Administrator are hereby terminated.

14.0 Representations and Warranties.

Administrator represents and warrants that they:

- (A) have read this Agreement and understands its provisions; and
- (B) is freely and voluntarily signing this Agreement.



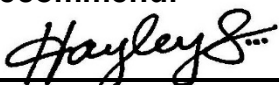
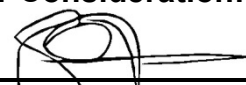
MiraCosta Community College District

Sunita V. Cooke, Ph.D.
Superintendent/President and
Secretary to the Board of Trustees

Elba Gomez
Assistant Superintendent/Vice President
Administrative Services

Date: _____

Date: _____

Subject: Approve Health-and-Welfare Benefits Program for the 2025/26 Benefit Year	Attachment: None
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>
Recommend:  <hr/> Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Members of the Fringe Benefits Committee (FBC) met to review enrollment data, cost projections, and the 2025–2026 renewal rates for the various plan offerings of the district's benefits program.

Premiums for both of the district's current medical plans received a rate increase for the 2025/26 benefit year. The Kaiser plan received a rate increase of 12.83 percent, and the PPO plan received a rate increase of 11.23 percent. These adjustments reflect national healthcare cost trends driven by rising pharmaceutical expenses, inflation, and recent expansions of government-mandated benefits. The projected cost increase to the medical plans without plan modifications would have been \$1,741,356. As outlined in more detail below, the FBC recommends plan modifications that will result in an overall increase to the district of 5.7 percent or \$870,456.

Rates for the district's other benefit plans, including DeltaCare, Delta PPO, VSP, and all non-discretionary benefits, will remain unchanged. In addition, the district's contribution toward voluntary benefit elections will also remain the same.

STATUS

The FBC recommends the following plan changes effective October 1, 2025:

1. Change from Kaiser \$10 Co-pay to \$30 Co-pay

The FBC recommends transitioning the current Kaiser medical plan from a \$10 co-pay structure to a \$30 co-pay structure. This change would reduce the district's premium increase from 12.83 percent to 6.7 percent, resulting in an estimated cost avoidance of \$591,036 for the 2025/26 benefit year.

2. **Change from Anthem PPO Plan E to Anthem PPO Plan G**

The FBC recommends changing the current Anthem PPO Plan E to Anthem PPO Plan G. This change would reduce the district's premium increase from 11.23 percent to 4.9 percent, resulting in an estimated cost avoidance of \$279,864 for the 2025/26 benefit year.

3. **Offer the Waiver of Active Benefit Enrollment (WABE)**

The FBC recommends offering the Waiver of Active Benefit Enrollment for employees who choose to waive medical coverage through the district. This option would be available to employees who have other health benefits, such as through another employer, as a result of military service, or offered through their spouse or domestic partner, including spouses jointly employed by the district. Under this option, the district would still incur a monthly cost of \$744 per participating employee.

4. **Health Care FSA Annual Maximum**




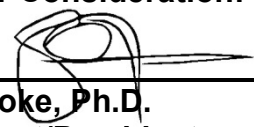
The FBC recommends increasing the annual contribution limit for the Health Care Flexible Spending Account from \$3,200 to \$3,300, in alignment with updated IRS guidelines. This change will not impact District costs.

The overall cost of the district's benefit program is projected to increase from \$15,357,575 to \$16,228,031 for the 2025/26 benefit year—an increase of \$870,456, or approximately 5.7 percent.

The district will continue to fully fund 100 percent of the medical, dental, and vision premiums for all eligible employees, retirees, and their eligible dependents.

RECOMMENDATION

Approve health-and-welfare benefits program for the 2025/26 benefit year, effective October 1, 2025, and ending September 31, 2026, as stated above.

Subject: Approve Curriculum Approval for 2025-2026 Catalog, Part IV	Attachment: 2025/26 Approved Courses and Programs for Board, Part IV
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/> 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 on April 24, 2025, to review two program modifications. 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 (Senior Curriculum and Accreditation Specialist).
- 2) The senior curriculum and accreditation specialist reviews the proposal and works closely with the faculty author to assist in writing high-quality course outlines; they then forward the proposal 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 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 the 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

This fourth curriculum packet is allowing two credit program modifications to come through to be revised so they can be resubmitted to the Chancellor's Office

RECOMMENDATION

Approve the attached listing of curriculum approvals for inclusion in the 2025-2026 Course Catalog.

2025/26 Curriculum Approvals

Effective: August 2025

Part IV

II. Certificate and Degree Level						
B. Modified Degrees and Certificates						
Department	Subject	Certificate Type	Degree Type	Certificate/Degree Title	Required Units	Date Approved
MUS	MTEC	COA	AA	Music Technology	33	4/24/2025
Total Modified Degrees and Certificates: 2						

Subject: Approve Updated Course Agreement with Cathedral Catholic High School for the Summer 2025 Dual Enrollment Program	Attachment: Exhibit A Course Agreement Summer 2025
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="width: 100%;"/> Kristina Denée Pescarmona Assistant Superintendent/Vice President, Instructional Services	Approved for Consideration: <hr style="width: 100%;"/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

During the 2016/17 school year, Cathedral Catholic High School (CCHS) and MiraCosta Community College District entered into a dual enrollment agreement, which enabled CCHS students to enroll in MiraCosta College classes at CCHS during the regular school day to earn both high school and college credit. The program was a success, and additional agreements have continued. Instructional Services Division worked with leaders from CCHS to identify courses to be offered during the summer 2025 term, and that agreement is reflected in the courses proposed here. As with previous agreements, the seats in dual enrollment courses will be limited to CCHS students only.

STATUS

A memorandum of understanding was approved in August 2017 and is still in place. Until either district wants to rescind or change the MOU, it remains in effect but is focused on responsibilities and general items. The individual courses and fees agreed to each term are defined separately in the Exhibit A Course Agreement, so that the courses and fees may be updated separately from the MOU.

RECOMMENDATION

Approve the new Exhibit A Course Agreement with Cathedral Catholic High School to offer dual enrollment classes through MiraCosta College during summer 2025.

SUMMER 2025: EXHIBIT A COURSE AGREEMENT

Between

MIRACOSTA COMMUNITY COLLEGE DISTRICT and CATHEDRAL CATHOLIC HIGH SCHOOL

This Course Agreement is being executed between MiraCosta Community College District (MCCCD) and Cathedral Catholic High School ("CCHS") as Exhibit A to the *Agreement Regarding College Courses Between Cathedral Catholic and MiraCosta Community College District (Agreement Regarding Educational Courses)*, the terms of which are incorporated herein by this reference. Unless otherwise expressly indicated herein, in the event of a conflict between this *Course Agreement* and the *Agreement Regarding Educational Courses*, the *Agreement Regarding Educational Courses* shall take precedent. This *Course Agreement* is entered into between MiraCosta Community College District and Cathedral Catholic High School as of the date set forth below.

Date of this Course Agreement: June 2025 - August 2025

College Courses: MCCCD shall offer the following approved educational courses:
Summer 2025 (June 9 – August 1)

Course	Max # of Students per Section	# of Sections	Course LHE	Total LHE (# of Sections x Course LHE)	Required Contact Hours per Section	Total LHE Cost (1 LHE = \$2,684)	Schedule
SPAN 102	30	3	5	15	80-90	\$40,260	Online
Instruction Cost						\$40,260	
Admissions & Records Enrollment Support Cost						\$2,013	
TOTAL COST (Instruction + A&R Enrollment Support)						\$42,273	

+ Please note, enrollment restrictions may exist if students choose to take a lower-level course to meet college/university major requirements.

Notices. Any notice, communication, or delivery required by this Agreement by either Party to the other shall be completed by personal delivery or by first-class mail to:

- a. Jeffrey McMurtry, Dean of Academics
Cathedral Catholic High School
5555 Del Mar Heights Road
San Diego, CA 92130
- b. Kristina Denée Pescarmona, Vice President of Instructional Services
MiraCosta Community College District
1 Barnard Drive
Oceanside, CA 92056

CATHEDRAL CATHOLIC HIGH SCHOOL

APPROVED BY: _____
Dr. Kevin Calkins, President

Date: ____/____/20____

MIRACOSTA COMMUNITY COLLEGE DISTRICT

APPROVED BY: _____
Dr. Sunita Cooke, Superintendent/President

Date: ____/____/20____

Subject: Approve Summer 2025 Program Components for the Oceanside Unified School District CCAP Dual Enrollment Program	Attachment: Summer 2025 Program Components for OUSD CCAP
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: _____ Kristina Denée Pescarmona Assistant Superintendent/Vice President, Instructional Services	Approved for Consideration: _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

In 2017, MiraCosta College established a College and Career Access Pathways (CCAP) Agreement for Dual Enrollment with Oceanside Unified School District (OUSD). The initial CCAP agreement with OUSD included courses in Counseling, Communications, and Mathematics. Those CCAP courses proved successful, and OUSD and MiraCosta College continued the CCAP partnership. Additional transfer and Career Education pathways have been developed for OUSD students. The attached Summer 2025 Program Components for OUSD CCAP represent the currently agreed-upon course offerings for the summer 2025 academic term.

STATUS

A memorandum of understanding (MOU) was approved in August 2017 and is still in place. Until either district wants to rescind or change the MOU, it remains in effect. The individual courses agreed to each term are defined separately in the Annual Program Components Agreement, so that the courses may be updated separately from the MOU.

RECOMMENDATION

Approve the Summer 2025 Program Components for the OUSD CCAP Dual Enrollment Program to offer dual enrollment classes through MiraCosta College during summer 2025.

APPENDIX
OCEANSIDE UNIFIED SCHOOL DISTRICT CCAP
SUMMER 2025 PROGRAM COMPONENTS

Courses of Instruction: M CCD will schedule classes each semester at OUSD high schools to prepare students for college success. Students from El Camino, Oceanside, and Surfside high schools will be eligible to enroll in the course offerings listed below.

Estimated Number of Students to be Served: 235

Total Sections: 21

Summer 2025 Course Offerings									
Location	Course Name	Catalog #	Units	Days	Time	Faculty	Employer	Student Contact Hours	Enrollment Cap
Online*	MUS	114	3	Online	Asynch	Staff	MCCD	48-54	35
Online*	GEOG	101	3	Online	Asynch	Staff	MCCD	48-54	35
Online*	SOC/ETHN	207	3	Online	Asynch	Staff	MCCD	48-54	40
Online*	JAPN	101	4	Online	Asynch	Staff	MCCD	80-90	30
ARR	BUS	292	Varies	ARR	Asynch	Staff	MCCD	Varies	Varies
ARR	HOSP	292	Varies	ARR	Asynch	Staff	MCCD	Varies	Varies

*If the **Days** column says *Online*, that means instruction is fully asynchronous, with no designated meeting time.

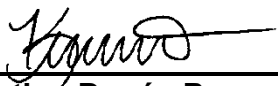

Criteria used to select courses in a dual enrollment program:

- Applicability of course towards post-secondary educational goals (major and general education)
- Transferability to the University of California and California State University systems
- Applicability of skills in the high school environment as well as in post-secondary education
- Completion of coursework in a Career Education pathway, leading to in-demand workforce skills attainment and gainful employment.

Books and Instructional Materials – The total cost of books and instructional materials for OUSD students participating as part of this CCAP Agreement will be borne by OUSD.

Course	Books and Instructional Materials	Cost per Title
MUS 114	What's the Sound? An Introduction to Rock and Roll History Author: John Covach and Andrew Flory Edition: 5th Edition, 2018	\$78.75
GEOG 101	The course does not require purchasing books or instructional materials.	N/A
SOC/ETHN 207	The course does not require purchasing books or instructional materials.	N/A
JAPN 101	NEJ: A New Approach to Elementary Japanese Author: Koichi Nishiguchi Edition: Volume 1 Materials: Japanese language writing practice book and Pentel Fude extra fine brush pen	\$46.19
BUS 292	The course does not require purchasing books or instructional materials.	N/A
HOSP 292	The course does not require purchasing books or instructional materials.	N/A

APPROVED BY: _____ Date: _____
 Dr. Sunita V. Cooke,
 Superintendent/President

Subject: Approve Increase to Enrollment Fees for the Child Development Center for Academic Years 2025/26 and 2026/27	Attachment: None
Category: Consent	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information <input checked="" type="checkbox"/> Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 <input checked="" type="checkbox"/> 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

The on-campus Child Development Center (CDC) serves as both a vital support service for students, faculty, and staff, and as a laboratory school for the College's Child Development Credit Program. As a lab school, the CDC provides hands-on learning opportunities for Child Development majors, helping them gain practical experience in a high-quality early childhood education environment aligned with state and national standards.

The current childcare rates at the CDC have not increased in over a decade, despite substantial changes in operational costs, staffing needs, and regional market conditions. To continue offering high-quality care, attract and retain qualified teachers, and expand services such as extended care for families with non-traditional schedules, a phased rate adjustment is being proposed. Over the next two years, rates will increase by:

- **10 percent for student families**
- **45 percent for faculty and staff families**
- **60 percent for community members**

These changes reflect the need to address significant budgetary gaps while continuing to prioritize affordability for student families. A recent market comparison confirms that, even after the proposed increases, the CDC's rates will remain comparable to other local early childhood programs. The proposed rate increase will also enable the CDC to expand its extended care services, ensuring appropriate supervision for children, apprentices, student workers and students. The expansion of extended care capacity allows MCC student parents to engage more fully in their academic pursuits by attending classes, studying, and utilizing essential campus resources such as tutoring, counseling, and career advisement—services that were previously limited to morning hours. Additionally, the extended hours create increased opportunities for Child Development students to participate in practicum placements and service learning, particularly for those with scheduling conflicts during the morning. Furthermore, MiraCosta College staff who are required to be on campus all day will benefit

from improved job satisfaction and productivity, supported by the assurance that their children are receiving high-quality care on campus throughout the day.

Increased rates will help ensure the CDC can maintain small teacher-to-child ratios, comply with licensing and accreditation standards, and continue its dual mission of providing exceptional care and supporting the college's academic programs.

STATUS

Below are the current and proposed rates for the Child Development Center:

STUDENT RATE INCREASE			
Weekly Rate Schedule	Fall 2024 - Spring 2025 Current Rate	Fall 2025 - Spring 2026 5% Increase	Fall 2026 - Spring 2027 5% Increase
2 days AM	\$22.00	\$23.10	\$24.26
3 days AM	\$33.00	\$34.65	\$36.38
4 days AM	\$44.00	\$46.20	\$48.51
5 days AM	\$55.00	\$57.75	\$60.64
2 days full day	\$47.00	\$49.35	\$51.82
3 days full day	\$71.00	\$74.55	\$78.28
4 days full day	\$94.00	\$98.70	\$103.64
5 days full day	\$117.00	\$122.85	\$128.99

STAFF RATE INCREASE			
Weekly Rate Schedule	Fall 2024 - Spring 2025 Current Rate	Fall 2025 - Spring 2026 20% Increase	Fall 2026 - Spring 2027 25% Increase
2 days AM	\$40.00	\$48.00	\$60.00
3 days AM	\$60.00	\$72.00	\$90.00
4 days AM	\$80.00	\$96.00	\$120.00
5 days AM	\$100.00	\$120.00	\$150.00
2 days full day	\$80.00	\$96.00	\$120.00
3 days full day	\$120.00	\$144.00	\$180.00
4 days full day	\$160.00	\$192.00	\$240.00
5 days full day	\$180.00	\$216.00	\$270.00

COMMUNITY RATE INCREASE			
Weekly Rate Schedule	Fall 2024 - Spring 2025 Current Rate	Fall 2025 - Spring 2026 30% Increase	Fall 2026 - Spring 2027 30% Increase
2 days AM	\$40.00	\$52.00	\$67.60
3 days AM	\$60.00	\$78.00	\$101.40
4 days AM	\$80.00	\$104.00	\$135.20
5 days AM	\$100.00	\$130.00	\$169.00
2 days full day	\$80.00	\$104.00	\$135.20
3 days full day	\$120.00	\$156.00	\$202.80
4 days full day	\$160.00	\$208.00	\$270.40
5 days full day	\$180.00	\$234.00	\$304.20

Part of the review process included a comparison study of other childcare facilities in our area. Below is the chart of comparable monthly rates:

CHILD CARE FACILITIES PRICE COMPARISON							
MONTHLY RATE SCHEDULE	MiraCosta	Palomar Rate		Aspirations		Kids by the Sea Encinitas	
	<i>Fall 2026 - Spring 2027 Community Rate</i>	Rate	% Difference	Rate	% Difference	Rate	% Difference
2 days AM	\$270.40	\$594.00	120%	\$886.00	228%	\$807.25	199%
3 days AM	\$405.60	\$891.00	120%	\$980.00	142%	\$1,049.38	159%
4 days AM	\$540.80	\$1,189.00	120%	N/A		N/A	
5 days AM	\$676.00	\$1,413.00	109%	N/A		\$1,534.00	127%
2 days full day	\$540.80	\$678.00	25%	\$1,023.00	89%	\$968.88	79%
3 days full day	\$811.20	\$1,017.00	25%	\$1,405.00	73%	\$1,372.50	69%
4 days full day	\$1,081.60	\$1,356.00	25%	N/A		N/A	
5 days full day	\$1,216.80	\$1,612.00	32%	\$1,670.00	37%	\$1,934.13	59%

RECOMMENDATION

It is recommended that the board approve the proposed phased increase in childcare rates for the Child Development Center, effective May 16, 2025, for Academic Year 2025/26, to ensure program sustainability, instructional integrity for the lab school component, and responsive services for campus and community families.

Subject: Adopt Resolution No. 17-24/25: Education Protection Account	Attachment: Resolution No. 17-24/25: Education Protection Account
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="width: 30%; margin: 0 auto;"/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration: <hr style="width: 30%; margin: 0 auto;"/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Proposition 55, the California Children's Education and Health Care Protection Act of 2016 is an extension of Proposition 30 (expired on December 31, 2018), extending the personal income tax increase from January 1, 2019, through December 31, 2030, for upper-income earners (over \$250,000 for single filers; over \$500,000 for joint filers; over \$340,000 for heads of households), but did not extend the sales and use tax, which expired on January 1, 2017. The Education Protection Account (EPA) is created in the general fund to receive and disburse these temporary tax revenues.

STATUS

Districts have sole authority to determine how the funds received from the EPA are spent, so long as the funds are not expended on salaries or benefits for administrators or any other administrative costs. The governing board shall adopt a plan to expend EPA funds in an open session of a public meeting of the board of trustees.

RECOMMENDATION

Adopt Resolution No. 17-24/25: Education Protection Account, establishing a plan to expend estimated EPA funds in the unrestricted general fund in accordance with guidelines issued by the chancellor's office.

**MIRACOSTA COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 17-24/25
EDUCATION PROTECTION ACCOUNT**

WHEREAS, the voters approved Proposition 30 on November 6, 2012;

WHEREAS, the voters approved Proposition 55 on November 8, 2016, that extended the Education Protection Account through 2030 with no changes to reporting requirements;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012;

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

WHEREAS, before June 30 of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools, and community college districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor, or any agency of state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the governing board of the district shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district and charter school shall annually publish on its Internet Website an accounting of how much money was received from the Education Protection Account and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts, and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

WHEREAS, expenses incurred by community college districts, county offices of education, school districts, and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the Board of Trustees of the MiraCosta Community College District;
2. In compliance with Article XIII, §36(e), with the California Constitution, the Board of Trustees of the MiraCosta Community College District has determined to spend the monies received from the Education Protection Act as attached.

DATED, SIGNED AND APPROVED this 15th day of May 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. 17-24/25, which was duly adopted by the Board of Trustees of the MiraCosta Community College District at a meeting thereof held on the 15th day of May 2025, and that it was so adopted by the following vote:



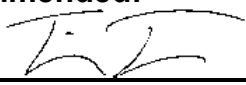
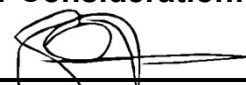
AYES:

NOES:

ABSENT:

ABSTENTIONS:

By _____

Subject: Approve Award of RFP 9-25 Human Resources Recruitment Advertising	Attachment: <u>RFP 9-25 Summary Proposals</u>
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  Consent </div> </div> <div style="display: flex; justify-content: space-between; padding: 0 10px;"> Information Action </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 3 </div> </div> <div style="display: flex; justify-content: space-between; padding: 0 10px;"> Goal 1 Goal 2 Goal 4 </div>
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Since 2020, MiraCosta College has partnered with JobElephant to support recruitment efforts by distributing job postings. While this service initially met the district's needs, the evolution of our inclusive hiring strategies has highlighted the need for a recruitment marketing firm with advanced, data-driven capabilities aligned with the district's commitment to Inclusion, Diversity, Equity, and Accessibility (IDEA). A specialized firm with expertise in equity-minded outreach, creative social media campaigns, real-time analytics, responsive service, and full data ownership was identified as critical to furthering these efforts. Partnering with a firm offering these services will enhance the district's ability to reach underrepresented communities and strengthen equitable recruitment practices.

STATUS

RFP 9-25 Human Resources Recruitment Advertising was issued by the Purchasing Department and advertised in the San Diego Union Tribune on January 16, 2025, and January 23, 2025. The bid documents were made available and sent out to 60 vendor firms through the district's PlanetBids bid management portal system. Four vendors submitted electronics proposals by the March 13, 2025, deadline via PlanetBids. An evaluation committee was organized and comprised of college human resources and purchasing personnel. Three vendors were deemed responsive, and after review and ranking, the committee selected two firms to interview. The following qualified vendors who met the RFP's key criteria to provide a 30-minute interview were:




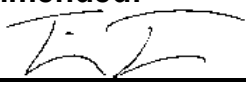
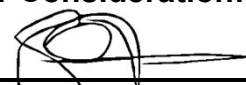
- Nicole Wessin Coaching and Consulting, LLC
- Strategies360

Pursuant to the RFP document, the district will award a contract to a responsive and responsible vendor whose proposal is most advantageous to the district. In accordance with the district's AP6430, the contract will be awarded based on a "best value" evaluation. Based on the demonstrations, vendors' experience, including experience with higher education, expertise, and client references, the evaluation committee recommends awarding a three-year (3) agreement, with two (2) one-year renewals to Strategies360. The initial term will be from July 1, 2025 – June 30, 2028, for a total contract value not to exceed \$300,000.

Funding is budgeted within human resources' unrestricted general fund.

RECOMMENDATION

Authorize the assistant superintendent/vice president administrative services to proceed with the award of RFP 9-25 – Human Resources Recruitment Advertising and enter into an agreement with Strategies360 for a total contract value not to exceed \$300,000.

Subject: Approve Purchase of NextGen RCS Console from Motorola Solutions, Inc.	Attachment: <u>Motorola Proposal</u>
Category: Consent Items	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/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

MiraCosta College is a participating agency in the San Diego-Imperial County Regional Communications System (RCS), which supports public safety voice and data communications for over 200 local, state, and federal agencies across the region. Currently, the MiraCosta College Police Department does not have a dedicated RCS console in its dispatch center. As a result, the department relies on the Oceanside Police Department (OPD) to manually patch MiraCosta's radio channels with other agencies when inter-agency communication is required. This process introduces communication delays, which can compromise officer and public safety during high-risk or emergency incidents.

To address aging infrastructure and ensure a regionally consistent communications system for public safety agencies, the County of San Diego issued a competitive bid in 2016 to establish the Next Generation Regional Communications System (NextGen RCS), ultimately awarding a contract to Motorola Systems, Inc. The contract covers the purchase, installation, and maintenance of the communication equipment required to support regional interoperability.

The MiraCosta College Police Department has determined that installing an in-house communications console would significantly enhance the district's public safety operations. Benefits include the ability to monitor and transmit across multiple radio channels simultaneously, rapidly patch communications with other agencies without external coordination, reduce response time in critical situations, and strengthen coordination with neighboring jurisdictions. Overall, this investment will improve safety outcomes for both campus officers and the broader community.

STATUS



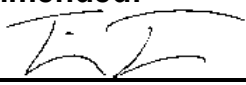

Public Contract Code sections 20118 and 20652 allow public agencies to “piggyback” onto contracts awarded by other public agencies, enabling them to obtain the same pricing, terms, and conditions when the original agency has followed the statutory criteria for competitive bidding. The district identified Contract #553982 with Motorola Solutions, Inc., issued by the County of San Diego for the NextGen RCS to procure the equipment and services that have been adopted by public safety agencies throughout the region, thereby providing the lowest cost and best overall value to the district. This purchase will include the following equipment and services at a cost not to exceed \$322,330.83, including all equipment and services, shipping and handling, and sales tax:

Description	Cost
AXS Console Equipment (Taxable)	\$ 121,404.00
Installation	\$ 120,270.00
Lifecycle Services (Maintenance)	\$ 59,043.00
Equipment Training	\$ 11,598.00
Subtotal	\$ 312,315.00
Estimated Tax	\$ 10,015.83
Grand Total	\$ 322,330.83

Funds for this purchase have been identified in the district capital outlay budget.

RECOMMENDATION

Authorize the assistant superintendent/vice president, administrative services to proceed with the procurement in the amount not to exceed of \$322,330.83 for the NextGen RCS AXS Console equipment and services from Motorola Solutions, Inc., in accordance with the terms and conditions of the County of San Diego Agreement #553982 for the terms specified above.

Subject: Approve Amendment 1 for the Health Services Academy, Inc.	Attachment: None
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/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Since May 2015, MiraCosta College's Community Education program has offered a Phlebotomy Certificate Training Program in partnership with Health Services Academy, Inc., dba PhlebotomyU. Over the years, the program has experienced sustained growth, exceeding the original projections outlined in the existing agreement. This continued success highlights the community's demand for accessible, workforce-ready healthcare training and supports the college's mission to provide high-quality, career-focused educational opportunities.

STATUS

California Education Code section 78021(a) allows "the governing board of any community college district may establish, or with one or more community college districts may establish, contract education programs within or outside the state by agreement with any public or private agency, corporation, association, or any other person or body, to provide specific educational programs or training to meet the specific needs of these bodies."

The amendment would increase the rate of payment by \$15,000 annually, for an updated annual total not to exceed \$60,000 for FY24/25 and FY25/26 for a new total contract value of \$255,000 to cover current and future enrollments. Funds for this service have been identified as Community Education and Workforce Development's operating fund.

RECOMMENDATION

Authorize the assistant superintendent/vice president, administrative services to proceed with Amendment 1 to Healthy Services Academy, Inc, dba PhlebotomyU for the increase of \$60,000 with a new total estimated contract value not to exceed \$255,000.

Subject:	Attachment:
Ratify Budget Transfers/Revisions	Budget Transfers/Revisions Summary
Category:	Type of Board Consideration:
Consent Items	<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:	Approved for Consideration:
<hr style="border: 0; border-top: 1px solid black; margin: 0;"/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	<hr style="border: 0; border-top: 1px solid black; margin: 0;"/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Total amounts budgeted in the final budget as the proposed expenditure for each major account classification shall be the maximum expended for that classification for the fiscal year, except as specifically authorized by the Board of Trustees. Title 5 requires board approval by a majority of members of the board for transfers between major account classifications as defined by the *California Community Colleges Budget and Accounting Manual*:

1000	Academic Salaries
2000	Classified Salaries
3000	Employee Benefits
4000	Supplies (small tangible items)
5000	Contract Services (intangibles)
6000	Capital Outlay
7000	Transfer Out, Student Financial Aid, Contingencies

Title 5 also requires that two-thirds of the members of the board approve transfers from the reserve for contingencies.

STATUS

The attached information reflects the third quarter budget transfers and revisions, after budget adoption, between major account classifications for all funds for the quarter period ending March 31, 2025.

- The third quarter budget transfer was \$1.85 million with a net \$0 impact. Transfers between ledger accounts are performed to meet the needs of the department and district. See notables for highlights.
- The third quarter budget revision was \$1.56 million in addition to the original adopted budget. See notables for highlights.

Budget Transfer Notables:

- **Fund 11:** \$1 million was transferred from the 73-Interfund Transfer to 55_Uilities to cover for upcoming district utilities cost increases. \$554K was transferred from the equipment line to the software renewal to cover upcoming renewals for ITS Security software. \$200K was transferred from services to the equipment line for AV Refresh purchases. These transfers had no impact on the bottom line.
- **Fund 12, Grants:** For the 190053_GR Mental Health Support grant, \$85K was transferred from the contingent line to academic salary and benefits to cover remaining salaries and benefits for the fiscal year. For the 190143_GR Retention and Enrollment Outreach grant, \$60K was transferred from the salary and benefits line to the services line to cover Target X. For the 190184_GR Student Equity and Achievement - Basic Skills grant, \$84K was transferred from the contingent line to the equipment line to cover an upcoming equipment purchase. These transfers had no impact on the bottom line.
- **Fund 41, 196_CC Facilities:** \$310K was transferred from the services line to the equipment line to cover expenses for the College Police Remodel project. \$100K was transferred from the services line to the equipment line to cover the first year of the Nuventive software purchase. These transfers also had no impact on the bottom line.

Budget Revision Notables:

- **Fund 12, Grants: \$1.5 million net budget added.** \$120K was for CAI Pharmacy Technician Planning Grant, \$520K was for CAI Digital Marketing Implementation Grant, \$400K additional funding was for the Zero Textbook Cost Acceleration, \$167K was for CAI medical Laboratory Tech Pre-Apprenticeship Program, \$205K was for Aquaculture Workforce Development Program Sea Grant, \$60K was for Program Pathways Mapper Grant, and \$50K was for NSF CTE Engineering.

RECOMMENDATION

Ratify the budget transfers and budget revisions, as shown on the tables below.

SUMMARY OF BUDGET TRANSFERS – ALL FUNDS

QUARTER ENDING March 31, 2025 (3Q FY2024-25)

The schedule listed below summarizes the net impact of budget transfers between major account classifications for all funds.

Fund	1 Aca Sal	2 Cl Sal	3 Benefits	4 Supplies	5 Services	6 Equipment	7 Contingent/ Transfers/ Fin Aid	Grand Total
11_FD Unrestricted General Fund	\$224,733	(\$195,727)	\$3,272	\$17,018	\$1,343,542	(\$373,475)	(\$1,019,363)	\$0
12_FD Restricted General Fund	\$51,100	(\$141,100)	(\$38,175)	\$58,450	\$237,675	\$88,500	(\$256,450)	\$0
41_FD Capital Outlay Projects Fund					(\$82,700)	\$182,700	(\$100,000)	\$0
Grand Total	\$275,833	(\$336,827)	(\$34,903)	\$75,468	\$1,498,517	(\$102,275)	(\$1,375,813)	\$0

NET TRANSFER-IN BY ACCOUNT	\$1,849,818
OUT BY ACCOUNT	(\$1,849,818)

SUMMARY OF BUDGET REVISIONS – ALL FUNDS

QUARTER ENDING March 31, 2025 (3Q FY2024-25)

The schedule listed below summarizes the net impact of budget revisions for all account classifications for all funds.

Fund	1 Aca Sal	2 Cl Sal	3 Benefits	4 Supplies	5 Services	6 Equipment	7 Contingent/ Transfers/ Fin Aid	Grand Total
11_FD Unrestricted General Fund	\$2,000	\$1,500	\$1,000	(\$1,520)	\$9,020			\$12,000
12_FD Restricted General Fund	\$373,603	\$185,849	\$148,840	\$57,833	\$679,916	\$12,365	\$85,440	\$1,543,846
Grand Total	\$375,603	\$187,349	\$149,840	\$56,313	\$688,936	\$12,365	\$85,440	\$1,555,846

Subject: Ratify and Approve Contracts and Purchase Orders	Attachment: Contract and Purchase Order Ratification List
Category: Consent Items	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: 30%; margin: 0 auto;"/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration: <hr style="width: 30%; margin: 0 auto;"/> 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), 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

March 21, 2025 - April 21, 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
25001683	Maurice Gannon	4C Traffic Rate Drain Box Installation (Fac)	\$19,050.00
25001613	Maurice Gannon	4C Recycle Yard Rough Grade & Trenching (Fac)	\$13,250.00
25001584	Kelly Gee Striping	Student Services Re-Stripe (Fac)	\$9,886.65
25001697	Maurice Gannon	3500-3600 Area Storm Drain (Fac)	\$9,200.00
25001149	Eugene Fitzpatrick	Electrical services needed for TCI project - power for condenser for beer cooler (Fac)	\$5,500.00

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
25001558	Open Biopharma Training Institute, Inc.	Contract Services (Wrk Dev)	\$99,000.00
25001248	CDW Government Inc	Software (ITS)	\$93,304.65
25001375	Blackhawk Network Inc.	Student Financial Aid Non Cash (EOPS)	\$85,131.00
25001272	TargetX.com LLC	Contract Services (Std Svcs)	\$77,500.00
25001392	Dovetail Decision Consultants, Inc	Contract Services (Fac)	\$64,372.00
25001403	Clear Channel Traffic S D	Advertising (PIO)	\$52,541.25
25001244	ChargePoint, Inc.	Contract Services (Bus Admin)	\$45,420.00
25001331	Oside Arena Holdings Inc	Advertising (PIO)	\$37,887.50
25001271	Parchment LLC	Contract Services (A&R)	\$35,841.60
25001557	Calvin Chan	Contract Services (CLC)	\$35,776.00
25001604	CDW Government Inc	Equipment (Career Ed)	\$29,916.80
25001663	Lamar Central Outdoor LLC	Advertising (PIO)	\$27,344.00
25001280	CurriQunet	Software Renewal (ITS)	\$26,620.00
25001623	Hudson Printing	Printing (PIO)	\$26,537.30
25001648	Economic Modeling, LLC	Software Renewal (Career Ed)	\$26,500.00

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
25001306	4imprint	Promotional Items (EOPS)	\$23,210.85
25001205	Strata Information Group	Contract Services (EOPS)	\$22,000.00
25001144	Employment Development Dept	Contract Services (Wrk Dev)	\$21,414.90
25001351	The Prophet Corporation	Equipment (CDC)	\$21,191.98
25001728	CDW Government Inc	Software Renewal (ITS)	\$21,077.28

25001254	Modern Campus USA, Inc.	Contract Services (Std Svcs)	\$15,250.00
25001241	Outspoken Agency, LLC	Contract Services (HR)	\$15,000.00
25001651	Max Lux Media LLC	Contract Services (HR)	\$14,800.00
25001218	Scott Litho Acquisitions	Printing (PIO)	\$14,369.40
25001183	Intelligent Marking USA Inc.	Services (Fac)	\$12,990.00
25001240	Institute for Evidence Based Change	Contract Services (HR)	\$11,250.00
25001583	Waxie Sanitary Supply	Equipment (Fac)	\$10,930.42
25001514	Southwest Offset Printing	Printing (Adult Ed)	\$10,723.82
25001481	Eppendorf North America Inc	Equipment & Supplies (Biotech)	\$10,467.78
25001356	Explore Colleges	Contract Services (Std Svcs)	\$10,250.00

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
25001163	Quality Corporate Relocations, Inc.	Consulting (ITS)	\$9,904.00
25001217	4imprint	Promotional items (PIO)	\$9,555.57
25001399	Mango Technologies, Inc.	Software Renewal (PIO)	\$9,401.75
25001202	Herff Jones Inc	Supplies (A&R)	\$9,273.26
25001679	Main Street Oceanside Inc	Contract Services (Career Ed)	\$9,180.00
25001231	Oxford University Press	eResource Subscription (Lib)	\$8,796.11
25001694	RM Executive Transportation	Contract Services (Std Eqty)	\$8,211.88
25001372	Mission Del Oro Homeowners	Services (Fac)	\$7,797.49
25001415	Fisher Science Education	Equipment (Bio)	\$7,768.59
25001754	KOCT TV	Contract Services (HR)	\$7,500.00
25001146	Los Rios Community Colleges Foundation	Contract Services (Wrk Dev)	\$7,000.00
25001649	Sweetwater Sound Inc	Equipment & Supplies (Music)	\$6,657.86
25001383	Power Systems Inc	Equipment (Phys Ed)	\$6,596.75
25001428	Amazon (Punchout)	Equipment & Supplies (Fac)	\$6,485.19
25001746	Christi Ann Hill	Contract Services (CEWD)	\$6,449.00
25001335	BSN Sports	Supplies (KHAN)	\$6,339.12
25001380	Thermo Fisher (Punchout)	Instructional Supplies (Soc Sci)	\$5,861.74
25001755	Myron Green Corporation	Food (Workforce Dev)	\$5,792.08
25001693	Garet Speakman	Contract Services (Foun)	\$5,750.00
25001743	Waxie Punchout	Equipment (Fac)	\$5,500.57
25001704	Waters Technologies Corporation	Services (Chem)	\$5,430.00
25001628	Mn8 Creative, Inc/CollegeAPP	Contract Services (Foun)	\$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: \$1,215,756.14			
Ratify MCC purchase orders 25001144 through 25001784			

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			
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Contract #	Other Party	Description	Amount
24000064_SCON	Federal Aviation Administration	MOU- FAA and MCCD	\$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
25000065_SCON	KCRC Events, Inc.	Jiu Jitsu Event	\$1,620.00
25000061_SCON	Oro Real Spanish Congregation of Jehovah's Witnesses	Memorial of Jesus Christ	\$1,385.00
25000059_SCON	My Girlfriend's Closet	Outreach Co-Sponsored Event/FUA to provide clothing and accessories for at risk youth	\$0.00
25000066_SCON	Stick'N'Bite	Food Vendor for Jiu Jitsu Event	\$0.00
25000068_SCON	Sky Bowl	Jiu Jitsu Event - Food Vendor	\$0.00

Capital Improvement Program Contract and Purchase Order Ratification List

March 21, 2025 - April 21, 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
25001314	Parron Hall Office Interiors	04202 - Chem Bio Building - Outdoor Furniture (OCN)	\$133,021.20
25001185	NV5, Inc.	04205 – 3000 Series Project - Stormwater Support (OCN)	\$79,707.80
25001309	Vital Inspection Services. Inc.	04245 – Solar DSA Project - Inspection Services (OCN)	\$72,150.00
25001311	Ninyo & Moore Geotechnical and Environmental Sciences Consultants	04247 – Bridge Replacement - Material Testing and Inspection (OCN)	\$70,468.19
25001745	Whillock Contracting, Inc.	04205 - 3000 Series Project - Demolition and Grading of Parking Lot 2B (OCN)	\$68,019.00
25001391	Cart Mart Inc.	04203 – Student Services Building - GEM Wheelchair Accessible Vehicle (OCN)	\$64,219.67
25000895	UES Professional Solution, Inc.	04205 - 3000 Series Project - Special Inspection and Testing (OCN)	\$57,000.00
25001612	SMS Geotechnical Solutions Inc.	04006 - Solar DSA Project - Geotechnical Services (CLC)	\$50,580.00
25001274	UES Professional Solution, Inc.	04245 – Solar DSA Project - Inspection and Materials Testing Services (OCN)	\$46,867.00
25001197	Shadpour Consulting Engineers Inc.	04237 – 4500 Science Building - Design Assist HVAC Controls Engineering Services (OCN)	\$46,200.00
25001611	SMS Geotechnical Solutions, Inc.	04245 - Solar DSA Project - Geotechnical Services (OCN)	\$44,608.00
25001275	Vital Inspection Services, Inc.	04006 – Solar DSA Project - Inspection Services (CLC)	\$36,852.00
25001187	Warren Collins and Associates	04204 – Gym-Khan Building - Exterior Safety Padding for the Beach Volleyball Courts (OCN)	\$33,375.00
25001312	Vital Inspection Services, Inc.	04119 – Solar DSA Project - Inspection Services, (San Elijo)	\$25,086.00

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
25001186	NV5, Inc.	04205 – 3000 Series Project - Stormwater Support (OCN)	\$24,000.00
25001310	Atlas Technical Consultants, LLC	04204 – Gym-Khan Building - Geotechnical Services (OCN)	\$23,021.00
25001192	UES Professional Solution, Inc	04006 – Solar DSA Project - Special Inspections and Materials Testing (CLC)	\$17,950.00

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 \$0 - \$9,999			
PO #	Vendor	Description	Amount
25001313	Atlas Technical Consultants, LLC	04204 – Gym-Khan Building - Special Inspections (OCN)	\$5,366.75
25001179	Ahmed Hussein (Sael Construction Corp)	04203 – Student Services Building - Install Work Surface Grommets (OCN)	\$1,880.00



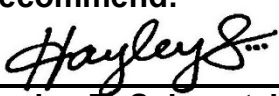

In accordance with Public Contract Code Sections 20651, 20655, 20659, Education Code Section 81656, and Board Agenda Item VIII.L (12/9/15), the following transactions were entered into and approved by the vice president, administrative services.

Change Orders			
	Vendor	Description	Amount
24005075	CWS	CW004216 – Library Building - Installation of People Counter above 2 nd floor in B1200.CO 1 (OCN)	\$522.00

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.

Construction Contract Change Orders			
PO #	Vendor	Description	Amount
24004729	CW Driver	04202 – Chem Bio Building - Change Order No. 38 For FFE Anchoring (OCN)	\$323,306.00

Total Contract Expenditures: \$1,224,199.61			
Ratify purchase orders — 2500:1314,1185,1309,1311,1745,1391,895,1612,1274,1197,1611,1275,1187,1312,1186,1310,1192, 1313,1179, 24005075, 24004729			

Subject: Adopt Resolution No. 18-24/25 to Officially Withdraw Membership in the San Diego Risk Management Workers' Compensation Joint Powers Authority effective July 1, 2025	Attachment: Resolution No. 18-24/25 to Officially Withdraw Membership in the San Diego Risk Management Workers' Compensation Joint Powers Authority effective July 1, 2025
Category: Action 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>
Recommend:  <hr/> Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

MiraCosta Community College District has been a permissible self-insured public entity for workers' compensation as a member of the San Diego Office of Education Risk Management Joint Powers Authority (SDJPA). The SDJPA operates under a Self-Insured Retention (SIR) model, in which the district is responsible for funding the first \$100,000 of liability. The next layer of liability is self-funded via the SDJPA pool up to \$1 million, with excess liability above \$1 million transferred to insurance providers. Due to potential underfunding in the self-funded levels, the district's workers' compensation rate with the SDJPA has increased year-on-year, resulting in higher costs to the district.

In March, the district notified the SDJPA of a provisional withdrawal to fully explore alternative insurance options to maintain responsible stewardship of district financial resources.

Human Resources, Risk Management, and Administrative Services have explored an alternative insurance option aimed towards both a reduction and stability in program cost, in addition to increased training and risk assistance. The district has met with both the SDJPA and the alternative program Protected Insurance Program for Schools and Community Colleges (PIPS). PIPS provides workers' compensation coverage for K-14 schools in California. PIPS has more than 450 California school districts and 53 community college districts representing more than \$19.5 billion of payroll. The PIPS program will eliminate uncertainty from the SIR model by transferring risk through insurance coverage at all levels. The program functions like a "fully insured" program and provides protection in excess of 99+% actuarially determined probability level. PIPS also provides targeted loss control

training and risk management assistance, including on-line technology and dedicated risk management analysis.

STATUS

After careful review, it is in the best interest of the district to move coverage for workers' compensation to PIPS. The PIPS program will result in both cost savings to the district and ensure rate stability year-over-year.

As a member of PIPS, the district will transfer the risk to reinsurance carriers and eliminate the potential for underfunding. The rate to join PIPS is \$1.17 per \$100 of payroll for the 2025/26 fiscal year, compared to \$1.25 from the SDJPA. This will result in a decrease of approximately \$90,000 over the self-insured renewal in the first year. Additionally, PIPS has projected rate stability for the district in the second and third years that could result in even greater yearly savings when compared to expected rate increases in the SDJPA.

By adopting this resolution, the board is authorizing the following:

1. Declaration of withdrawal of membership in the San Diego County Risk Management Joint Powers Authority for Workers' Compensation
2. Declaration of Membership in the Protected Insurance Program for Schools and Community Colleges
3. Designating Assistant Superintendent/Vice President of Human Resources, Hayley Schwartzkopf, as the official representative to PIPS and Justin Crast, Risk and Safety Manager, as the alternate representative.

RECOMMENDATION

Adopt Resolution No. 18-24/25 to officially withdraw membership in the San Diego Risk Management Workers' Compensation Joint Powers Authority effective July 1, 2025.

**MIRACOSTA COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 18-24/25**

RESOLUTION OF THE BOARD OF TRUSTEES OF MIRACOSTA COMMUNITY COLLEGE DISTRICT DECLARING OFFICIAL WITHDRAWAL OF MEMBERSHIP IN THE SAN DIEGO RISK MANAGEMENT WORKERS' COMPENSATION JOINT POWERS AUTHORITY

On motion of Member _____, seconded by Member _____, the following resolution is approved:

WHEREAS, California community college districts have determined there is a need for workers' compensation coverage by combining their respective efforts to establish, operate and maintain a Joint Powers Agency for workers' compensation coverages; and

WHEREAS, Title I, Division 7, Chapter 5, Article I (Section 6500 et seq.) of the Government Code of the State of California authorizes joint exercise by two or more public agencies of any power common to them,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of MiraCosta Community College District declares its withdrawal of membership in the San Diego County Schools Risk Management Workers Compensation Joint Powers Authority and declares membership in the Protected Insurance Program for Schools and Community Colleges Joint Powers Authority and appoints Assistant Superintendent/Vice President of Human Resources, Hayley Schwartzkopf, as its official representative and Justin Crast, Risk and Safety Manager, as the alternate representative to the Protected Insurance Program for Schools and Community Colleges Joint Powers Authority effective July 1, 2025.







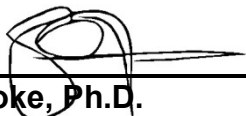
PASSED AND ADOPTED by the Governing Board of the MiraCosta Community College District at One Barnard Drive, Oceanside, CA 92056, on the 15th Day of May 2025, by the following vote:

AYES: _____ NOES _____ ABSENT: _____ ABSTENTIONS: _____

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO)

I, Sunita V. Cooke, Secretary of the Board of Trustees of Mira Costa Community College District, Oceanside (or San Diego County), California, do hereby certify that the foregoing is a full, true and correct copy of a resolution adopted by said board at the regularly scheduled and conducted meeting held at the time and place stated, which resolution is on file and of record in the office of said board.

Sunita V. Cooke, Ph.D.
Superintendent/President
Secretary of Board of Trustees

Subject:	Attachment:
Adopt Facilities Futures Plan	<u>Facilities Futures Plan Website</u>
Category:	Type of Board Consideration:
Action Item	Information Consent  Action
Institutional Goals:	Institutional Goal Supported:
<u>mcc_mission_statement.pdf (miracosta.edu)</u>	 Goal 1  Goal 2  Goal 3  Goal 4
Recommended:	Approved for Consideration:
 <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	 <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND








The Facilities Futures Plan (FFP) has been shared with the board and is being brought today for board adoption.

STATUS

A presentation of the final Facilities Futures Plan for adoption.

RECOMMENDATION

Adopt Facilities Futures Plan as presented.

Subject: Approve Extension of Lease Agreement with Class Leasing, LLC for Oceanside Campus – Temporary Facilities	Attachments: None
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:  <hr/> Tim Flood Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

On November 21, 2019, and as part of the Measure MM bond program, the board approved the leasing of temporary offices and restroom spaces as listed below (“Temporary Facilities”), which were needed for upcoming and future space needs due to ongoing renovation, modernization, and new construction projects projected at that time. The board approved the same pursuant to its authority under a Cooperative Purchase Agreement with Class Leasing, LLC (“Vendor”) pursuant to the board’s authority as per the conditions set forth in Public Contract Code section 20652 (“Original Lease”).

The Temporary Facilities included the following:

- One (1) 96’x40’ Relocatable Office
- Six (6) 48’x40’ Custom Offices
- Two (2) 12’x40’ Relocatable Restrooms

District staff and the Project Management Office (PMO) have determined that the Temporary Facilities are needed for an additional year upon the same terms, conditions and provisions set forth in the Original Lease.

The Original Lease with Class Leasing, LLC, was entered into via what is commonly known as a “piggyback” procurement based upon a compliant public works procurement with the Chawanakee Unified School District.


STATUS

Class Leasing has a new “piggyback” procurement qualification with the Gonzales USD, and based thereon, Class Leasing, LLC. is ready, willing and able to continue to lease the Temporary Facilities to the district for the previously agreed annual price (i.e., \$305,642) for the one-year extension.

District staff and Kitchell CEM, Inc., the Program Manager, recommended the continuation of the Original Lease pursuant to the same price points and terms, conditions, and provisions of the Original Lease by renewing the Lease for one more year.

RECOMMENDATION

Given the foregoing, district staff and the PMO recommend and request that the board approve a one-year extension at a cost to the district of \$305,642 from May 15, 2025, through May 15, 2026, for the continuation of the leased Temporary Facilities; and authorize the assistant superintendent/vice president, administrative services to execute any necessary documents to accomplish same.

Subject: Board Policy 4100 – Graduation Requirements for Degrees and Certificates	Attachment: Board Policy 4100 – Graduation Requirements for Degrees and Certificates
Category: Board Policies – First Read	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

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 4100 – Graduation Requirements for Degrees and Certificates has been completed and approved by College Council. The policy is now presented as a first read and will be presented for adoption by the board at a future meeting.

RECOMMENDATION

For information only.







The district confers the associate degree upon students who have completed 60 semester units of degree-applicable lower-division courses, including a minimum of 18 semester units of focused study in a major or interdisciplinary area of emphasis and a minimum of 21 semester units of general education, with a minimum cumulative grade-point average of 2.0. Students must complete each course counted toward the major or area of emphasis with a grade of “C” or better, or a “P” if the course is taken on a “pass-no-pass” basis. At least 12 semester units must be completed in residence within the district.

Students may be awarded a certificate of achievement upon successful completion of a minimum of 16 or more semester units of degree-applicable coursework. **Listing of the certificate of achievement on a student transcript symbolizes successful completion of patterns of learning experiences designed to develop certain capabilities that may be oriented to career or general education.** ~~In some cases, state-approved~~ Certificates of achievement of eight or more semester units may be awarded to students **if the Chancellor's Office has determined they satisfy the title 5 requirements despite requiring fewer than 16 semester units.** ~~This coursework is designed as a “pattern of learning experiences” and develops certain capabilities oriented to career or general education.~~

The superintendent/president shall establish procedures to determine degree and certificate requirements that include appropriate involvement of the Courses and Programs Committee. ~~The procedures shall assure that graduation requirements are published in the district's catalog and are included in other resources that are convenient for students.~~
See Administrative Procedure 4100.

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

Adoption History: 1/19/10, 7/18/19, 5/16/24
Periodic Review: 11/18/15, 6/22/23
References: Education Code §70902(b)(3)
Title 5, §§55060 et seq.
CCLC Update: #14, 2/08, #33, 10/18
Steering: CPC / AS

Subject: Board Policy 4100C – Graduation Requirements for Adult High School Diploma and Noncredit Certificates	Attachment: Board Policy 4100C – Graduation Requirements for Adult High School Diploma and Noncredit Certificates
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

A review of edits to Board Policy 4100C – Graduation Requirements for Adult High School and Noncredit Certificates has been completed and approved by College Council. The policy is now presented as a first read and will be presented for adoption by the board at a future meeting.

RECOMMENDATION

For information only.

MiraCosta College shall offer an adult high school diploma, noncredit certificates of competency, and noncredit certificates of completion. Noncredit educational programs leading to a certificate shall be approved by the college curriculum committee and the district board of trustees. Program and graduation requirements shall be published in the college catalog and in other resources that are convenient for students.

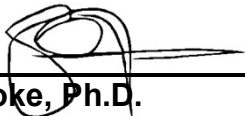
The high school diploma may be awarded to students who have **satisfactorily** completed 160 credits, **established residency** at MiraCosta College, and **who have** demonstrated competence in reading, writing, and mathematics at a level generally accepted as appropriate for awarding a high school diploma. Students must also complete all content area standards and other adult high school diploma requirements set forth in California Code of Regulations, title 5, section 55154, **which includes specific requirements for high school diplomas issued by community colleges.**

Noncredit certificate-of-competency programs shall be designed to articulate with degree- applicable coursework, completion of an associate degree, or transfer to a baccalaureate institution. Students may be awarded a noncredit certificate of competency upon successful completion of at least two noncredit courses in a prescribed pathway that has been approved by the Chancellor's Office. The awarding of a noncredit certificate of competency confirms that a student enrolled in a noncredit educational program of noncredit courses has demonstrated achievement of a set of competencies that prepares the student to progress in an academic career path of degree-applicable credit courses.

Noncredit certificate of completion programs shall be designed to lead to improved employability or job opportunities. Students may be awarded a noncredit certificate of completion upon successful completion of at least two noncredit courses in a prescribed pathway that has been approved by the Chancellor's Office. The awarding of a certificate of completion confirms that a student has completed a noncredit educational program of noncredit courses that prepares the student for improved employability or job opportunities.

The superintendent/president shall establish procedures to determine noncredit educational program requirements that include appropriate involvement of the college curriculum committee.

See Administrative Procedure 4100C.

Subject: Board Policy 2015 – Student Trustee	Attachment: Board Policy 2015 – Student Trustee
Category: Board Policies - Periodic Reviews	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 Board Policy 2015 – Student Trustee has been completed and approved by College Council. The policy is now presented as a periodic review with no changes.

RECOMMENDATION

Adopt Board Policy 2015 – Student Trustee.

In accordance with the provisions and limitations of the Education Code, the student member of the board of trustees shall be elected by the students enrolled in the MiraCosta Community College District, and that person shall be designated as the student trustee. Normally, an election will be held in the spring semester so that the office is filled by June 1 of each year for a one-year term. The election process and term of service shall be clearly stated in the constitution and bylaws of the Associated Student Government of MiraCosta College.

The student trustee has the same general responsibilities as all trustees to represent the interests of the entire community; however, they also provide a student perspective on the issues facing the board. Student votes are advisory and nonbinding.

The student trustee is expected to attend all board meetings, interact regularly with college officials, maintain regular contact with the Associated Student Government, and attend statewide meetings as necessary.

The student trustee has the right to:

- A. Attend all meetings of the board of trustees, with the exception of closed sessions.
- B. Participate in discussions, ask questions, and be seated with the board. As an official member of the board, the student trustee is entitled to receive materials furnished to regular board members with the exception of materials related to closed sessions.
- C. Be reimbursed for mileage to the same extent and under the same policies as other board members.
- D. Cast an advisory opinion, which will be reported in the official minutes. This advisory vote will not count in determining if an item passes.



The board of trustees will review procedures outlining the privileges, compensation, and travel arrangements accorded to the student trustee by May 15 of each year. Such procedures will be effective June 1 to May 31 of each year and shall be contained in Administrative Procedures 2015.

The superintendent/president, or their appointed designee, shall act as the mentor to the student trustee. Training for new student trustees will be conducted as outlined in Administrative Procedure 2740, Board Education.

MiraCosta Community College District

Page 1 of 1

Adoption History:	9/15/09, 4/20/10, 4/12/11, 4/24/12, 4/23/13, 4/16/14, 4/22/15, 5/11/16, 4/20/17, 5/12/18, 2/21/19, 5/14/20, 3/18/21, 3/24/22, 4/20/23, 4/18/24
Reference Update:	4/24
References:	Education Code §72023.5
CCLC Update:	#20, 3/12; #44, 4/24
Steering:	VPSS / N/A

Subject:	Attachment:
Third Quarter Fiscal Report	Quarterly Report on Cash and Investments
Category:	Type of Board Consideration:
Information	Information Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported:
	Goal 1 Goal 2 Goal 3 Goal 4
Recommended: 	Approved for Consideration: 
Tim Flood Assistant Superintendent/Vice President, Administrative Services	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 following the completion of each quarter. The certified report is to be reviewed by the district governing board at a regularly scheduled meeting and entered into the minutes of the meeting.

STATUS

The third quarter report for the period ending March 31, 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 \$171.6 million, the same as the adopted budget. Revenue through March 31st was \$105.1 million, 61.3 percent of the budget; the second major property tax revenue will be in April 2025.
2. The total year expense projection is \$171.6 million, the same as the adopted budget. Expenses through March 31st were \$125.1 million, 72.9 percent of the adopted budget, with 75 percent through the year.
3. The Unrestricted General Fund balance (Reserves) fiscal year-end projection remains the same as adopted budget at 23.2 percent (2.8 months) of annual expenses, above the 17 percent reserve (2 months) policy.

4. The cash balance for period end March 31, 2025, held at the San Diego County Treasury was \$196.7 million from the following funds:
 - \$40.6 million for General Funds, Fund 11 (unrestricted) Fund 12 (restricted).
 - \$51.8 million for the Capital Outlay, Fund 41
 - \$98 million for the General Obligation Bond Series B and C, Fund 43
 - \$5 million for the Debt Service, Fund 29
 - \$1.3 million for Fund 61-Self Insurance and fund 73-Student Center Fees
5. The cash balances for the period ending March 31, 2025, held at local banks were \$2.4 million for financial aid and 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 March 31, 2025, was \$37.2 million, with a funded liability ratio of 144.5 percent. The OPEB Total liability from the June 30, 2023, actuarial study was \$25,727,349.

RECOMMENDATION

For information only.

FROM: Tim Flood, Assist Superintendent/Vice President, Administrative Services

DATE: May 15, 2025

TO: Dr. Sunita Cooke, Superintendent/President

SUBJECT: District's Cash and Investment Report status, March 31, 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

- FY25 Adopted Budget \$171,632,549
- FY25 Projected Budget \$171,632,549
- FY25 Actual as of March 31, 2025 \$105,140,723
- FY25 Actual YTD to Projected Budget 61.3%

Expenses

- FY25 Adopted Budget \$171,632,549
- FY25 Projected Budget \$171,632,549
- FY25 Actual as of March 31, 2025 \$125,091,155
- FY25 Actual YTD to Projected Budget 72.9%

Cash Deposits and Investments, Quarterly Report of Investments **Balance as of, 3/31/2025**

- Total Cash in the County pooled investment fund (combined funds) **\$196,719,515**
 - Detail by Fund below:
 - General Fund 11 & 12 \$40,579,302
 - Capital Outlay Fund 41 \$51,780,642
 - General Obligation Bond Fund 43 \$98,023,876
 - Debt Service Fund 29 \$5,024,326
 - All Other Funds (Fund 61-Self Ins, Fund 73-Stdnt Ctr fee) \$1,311,369
 - Rate of Return Fiscal YTD 2.74%
- Cash in bank deposits \$2,422,341
 - Rate of Return NA
- Cash in Money Market instruments (Bookstore Fund) \$0
 - Rate of return 0.05%

OPEB Irrevocable Trust Fund (For Retiree Health Benefits)

- Balanced Fund Portfolio \$37,163,864
 - Rate of Return Fiscal YTD (Annual Target 5.5%)
 - Funded Accrued Liability 144.5%

2023 Lease Revenue Bond (LRB) Trust Fund

- Capital Outlay Fund 41 for LRB defined projects \$52,496,559

TOTAL ALL FUNDS \$288,172,380



Quarterly Data

MIRACOSTA

Fiscal Year: 2024-2025

Quarter Ended: (Q3) March 31, 2025

I. Unrestricted General Fund Revenue, Expenditure and Fund Balance

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2021-2022	Actual 2022-2023	Actual 2023-2024	Projected 2024-2025
A.	Revenues				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	138,245,054	153,199,038	164,981,716	171,572,549
A.2	Other Financing Sources (Object 8900)	4,262,923	1,776,173	52,406	60,000
A.3	Total Unrestricted Revenue (A.1 + A.2)	142,507,977	154,975,211	165,034,122	171,632,549
B.	Expenditures				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	127,299,257	133,009,771	143,071,487	163,455,337
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	13,854,379	20,026,029	20,332,833	8,177,212
B.3	Total Unrestricted Expenditure (B.1 + B.2)	141,153,636	153,035,800	163,404,320	171,632,549
C.	Revenues Over (Under) Expenditures (A.3 - B.3)	1,354,341	1,939,411	1,629,802	0
D.	Fund Balance, Beginning	35,101,240	36,455,581	38,394,992	39,861,228
D.1	Prior Year Adjustments + (-)	0	0	-163,566	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	35,101,240	36,455,581	38,231,426	39,861,228
E.	Fund Balance, Ending (C. + D.2)	36,455,581	38,394,992	39,861,228	39,861,228
F.	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	25.8 %	25.1 %	24.4 %	23.2 %

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

Line	Description	Amount as of the Specified Quarter Ended			
		2021-2022	2022-2023	2023-2024	2024-2025
H.1	Cash, excluding borrowed funds	40,063,036	54,415,564	43,828,106	41,550,063
H.2	Cash, borrowed funds only	0	0	0	0
H.3	Total Cash (H.1+ H.2)	40,063,036	54,415,564	43,828,106	41,550,063

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)	171,572,549	171,572,549	105,140,723	61.3 %
I.2	Other Financing Sources (Object 8900)	60,000	60,000	21,139	35.2 %
I.3	Total Unrestricted Revenue (I.1 + I.2)	171,632,549	171,632,549	105,161,862	61.3 %
J.	Expenditures				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	163,455,337	163,455,337	118,174,536	72.3 %
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	8,177,212	8,177,212	6,916,619	84.6 %
J.3	Total Unrestricted Expenditure (J.1 + J.2)	171,632,549	171,632,549	125,091,155	72.9 %
K.	Revenues Over (Under) Expenditures (I.3 - J.3)	0	0	-19,929,293	
L.	Fund Balance, Beginning	39,861,228	39,861,228	39,861,228	
L.1	Prior Year Adjustments + (-)	0	0	0	
L.2	Adjusted Fund Balance, Beginning (D + L.1)	39,861,228	39,861,228	39,861,228	
M.	Fund Balance, Ending (K. + L.2)	39,861,228	39,861,228	19,931,935	
N.	Percentage of GF Fund Balance to GF Expenditures (M. / J.3)	23.2 %	23.2 %		

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.)

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.)

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 section I.C above) or an ending unrestricted general fund balance less than 10% of annual expenditures (section I.F.1 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.

OPEB TRUST STATEMENT, 3Q 2024-2025

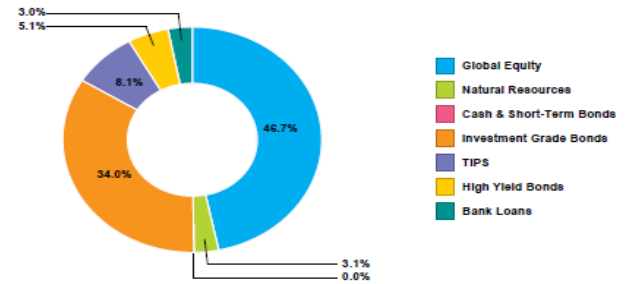
Mira Costa Community College District Balanced (50% Fixed Income, 50% Equity)

3/31/2025

Change in Portfolio - 3rd Quarter of Fiscal Year 2025

Asset Allocation

Portfolio Value on 12/31/2024	36,533,965
Contributions	-
Withdrawals	-
Change in Market Value	433,406
Income Received	216,493
Portfolio Fees	-20,000
Portfolio Value on 3/31/2025	37,163,864



Trailing Period Performance

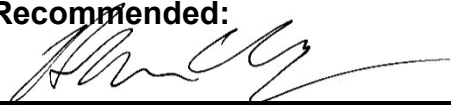
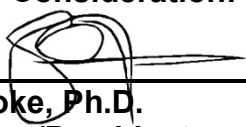
	QTD (%)	1 Yr (%)	3 Yr (%)	5 Yr (%)	10 Yr (%)	15 Yrs (%)	Since Inception (%)	Inception Date
Mira Costa Community College District	1.7	6.1	4.2	8.5	5.4	6.3	7.3	Jul-09
Policy Benchmark	0.7	5.8	3.9	8.2	N/A	N/A	N/A	

Fiscal Year Performance

	Fiscal Year 2025 (%)	Fiscal Year 2024 (%)	Fiscal Year 2023 (%)	Fiscal Year 2022 (%)	Fiscal Year 2021 (%)	Fiscal Year 2020 (%)	Fiscal Year 2019 (%)	Fiscal Year 2018 (%)	Fiscal Year 2017 (%)	Fiscal Year 2016 (%)	Fiscal Year 2015 (%)	Fiscal Year 2014 (%)
Mira Costa Community College District	4.8	11.4	7.9	-12.2	20.2	4.4	5.9	7.0	9.2	-0.9	2.7	11.9
Policy Benchmark	4.4	10.8	8.2	-12.4	20.5	5.8	7.4	6.8	9.5	N/A	N/A	N/A

Policy Benchmark consists of 47% MSCI ACWI IMI, 1% Vanguard Spliced Global Capital Cycles Index, 1% Spliced U.S. IMI Materials 25/50, 1% Vanguard Spliced Energy Index, 34% Bloomberg Barclays Aggregate, 8% Bloomberg Barclays U.S. TIPS 5% Bloomberg Barclays "BB" High Yield and 3% S&P UBS Leveraged Loan Index.

MEKETA.COM

Subject:	Attachment:
Student Services Division Board Report	None
Category:	Type of Board Consideration:
College-Related Reports	Information Consent Action
Recommended: 	Approved for Consideration: 
Alketa Wojcik, Ed.D. Assistant Superintendent/Vice President, Student Services	Sunita V. Cooke, Ph.D. Superintendent/President

Academic Counseling Office (Tim Alves)

Academic Counseling is seeing an increase in the number of graduating high school seniors reaching out for guidance on selecting classes for their first year. Counselors have supported nearly 200 future Spartans with their first-semester classes through a combination of our "New Student Course Selection Workshops," walk-ins, and high school visits coordinated by the Outreach Department and student ambassadors. Noncredit Counseling is now offering mobile counseling and going into classrooms, common areas, and learning centers at the Community Learning Center. In keeping with the principles of Guided Pathways, they provide timely support to students who might have otherwise not sought out critical services that are key to their educational attainment and achievement.

Admissions and Records Office (Kathy Rodriguez)

The Application Processing Team continues to work diligently to combat fraudulent enrollments. Staff collaborated closely with the student services business systems analysts to develop a query that identifies students placed in the SPAM folder by the Chancellor's Office, requiring manual review to either mark the records as fraudulent or release them into the student information system (SURF). In addition, the team worked with the business systems analysts to document the procedures for reviewing duplicate student accounts, determining which accounts should be deactivated and which should be retained. Maintaining this process has become critical, as students with multiple accounts experience access issues with key systems such as Canvas. These efforts ensure data integrity and protect the overall student experience.

The student support advisors at the San Elijo Campus have been actively engaged in student outreach and support efforts. Events such as the "Start the Cart-Help Hut" and the "Schedule Party" provided students with information about the fall 2025 schedule, guidance on how to locate their registration dates, and opportunities to meet with counselors for academic planning. The advisors also participated in the SDUHSD College and Career Night, an event that drew over 2,000 participants. During this time, the San Elijo Welcome Center experienced a noticeable increase in foot traffic, with advisors assisting students with admissions, financial aid, and general enrollment questions. These efforts have strengthened student engagement and supported enrollment initiatives at the San Elijo Campus.

Staff have been actively supporting Early College Credit (ECC) outreach and enrollment activities this quarter. Presentations on the registration process and application assistance were provided at various high schools and district family nights to help students and parents navigate admissions and Early College Credit Form requirements. Staff also participated in orientation events, assisting students with completing applications and preparing for summer dual enrollment opportunities. GEAR UP, Summer Bridge, and Summer Dual Enrollment programs are currently underway, with students already registering for courses. In addition, an Early College Credit FERPA Cheat Sheet was created to provide staff with a quick reference guide on FERPA FAQs and instructions for accessing release information in SURF. The Early College Credit Form was also updated to allow students the option to opt out of the student representation fee, and all related webpages were reviewed and updated to reflect these changes.

The Noncredit and Adult High School Diploma Program continues to see strong progress. Auto-awarding of noncredit certificates remains a success, with 145 certificates awarded for the fall semester. A total of 68 Adult High School and GED students have registered to participate in the upcoming commencement ceremony, highlighting the program's impact on student achievement and completion.

The Evaluator Team continues to manage a high volume of graduation and degree verification work. For spring 2025, the Associate Degree for Transfer (ADT) Verification list included 607 students, with evaluators certifying 445 students who submitted ADT graduation petitions. A total of 2,555 graduation petitions were received for spring 2025, reflecting a steady increase compared to 2,484 in spring 2024, 2,293 in spring 2023, and 2,287 in spring 2022. The team's efforts ensure timely certification and support students in achieving their educational goals

Athletic Department (Patrick Conahan)

The Men's Basketball Team finished second place in the Pacific Coast Athletic Conference standings and earned their way into the 3C2A state playoffs.

The Women's Beach Volleyball Team finished in second place in the Pacific Coast Athletic Conference and earned a number three seed in the south for the 3C2A state playoffs. Additionally, three MiraCosta pairs finished at the top in the conference pairs tournament, advancing them to the SoCal regional tournament. The top pair, Daysha Halbert and Kiara Keibel, won the conference pairs tournament.

The Women's Rugby Club qualified for the National Sevens Tournament. The team competed against Yale University and won, however, they were defeated in the next bracket and ended eighth in the tournament.

The CIF San Diego boys' and girls' basketball championship games were hosted at MiraCosta in February. The boys' volleyball championships are scheduled to be hosted in May.

On April 6, the Athletic Department partnered with Special Olympics to have them on campus and facilitate a practice session.

Campus Assessment, Resources, and Education (CARE) Program (Michael Truong)

The CARE Program's service outreach and delivery continues to grow year over year. For the academic year 2024/25 year-to-date, the CARE food pantries have been accessed over 51,867 times, serving more than 15,662 unduplicated students across all campuses. With the coming months not yet accounted for, the program is projected to surpass last years' service delivery totals in both categories by a significant margin.

The CARE Free Food and Resource Markets have served 1,268 individuals and provided 56,861 pounds of food. With support from the business systems analysts, the food pantries and Free Food and Resource Market are now integrated into TargetX. In tandem, a Tableau dashboard visualizes this data, informing the department about utilization trends, demographic information, and more. The integration of TargetX has streamlined both data tracking and student experience while also informing the department how we can further optimize service delivery and engage in intentional outreach. The CARE Department is currently working on expanding TargetX integration to include additional tracking forms and surveys. These future integrations will aid in reducing barriers to access, increasing operational efficiency, and strengthening the program's ability to deliver responsive and equity-centered support.

Extended Opportunity Programs and Services (EOPS) (Yesenia Balcazar)

Extended Opportunity Programs and Services (EOPS) would like to congratulate Myshell Thomas and Juan Tapia Lopez, both of whom are EOPS students, on receiving the Medal of Academic Merit. This award represents the highest academic honor the college grants to a student. Myshell Thomas has also been selected to be the Commencement speaker. EOPS is very proud of them both.

EOPS hosted its annual student recognition ceremony to celebrate the academic achievements of EOPS and CalWORKs students. A total of 132 EOPS/CalWORKs students will participate during commencement, and 52 of them attended the recognition ceremony with their loved ones. Thanks to the generous donations of the Ramirez and Martinek families, eight scholarship recipients were announced during the event for the first time, totaling \$7,500 in scholarship funds.

EOPS participated and collaborated in the Grad Fest event on April 17. EOPS, CalWORKs, and NextUp students attending the event were able to pick up their free graduation caps and gowns provided by the program.

EOPS continues collaborating with Brother Benno's Foundation, which awarded 20 scholarships worth \$500 each for spring 2025. The collaboration started in 2020, and since then, the foundation has donated close to \$100,000 in scholarship funds to EOPS students.

Financial Aid Office (FAO) (Mike Dear)

The Financial Aid Office (FAO) is monitoring and navigating the changes in the landscape of higher education and financial support. Thus far, no actual changes in the legislation that governs federal financial aid programs (Title IV of the Federal Code of Regulations) have been implemented. In that sense, the processing of FAFSA applications and the payment of federal financial aid funds continue uninterrupted.

On the other hand, the mass layoffs at the Federal Education Department (ED) level are impacting routine processes. Staff have seen delays in the everyday exchange of FAFSA files and payment/reconciliation files so far, and we anticipate seeing other issues arise as we move into and through the 2025/26 academic year.

The second annual Financial Aid Fair outreach event was a success. Outreach efforts and events overall have nearly doubled in the last two years. The FAO Team continues to deliver workshops for FAFSA/CADAA completion, SAP appeal, general financial aid education, and four-year university award offer deciphering.

Total aid paid to date for 2024/25 is \$28 million. Approximately 55 percent of all MiraCosta College students receive some form of financial aid.

GEAR UP (Julie Johnson)

Since the fall of 2018, MiraCosta College GEAR UP's second federal grant has served 3,624 students in the Oceanside Unified School District, beginning when Cohort 1 and 2 students were in grades 6 and 7 at Chavez, King, Jefferson, and Lincoln Middle Schools. Cohort 1 GEAR UP students graduated in 2024, and Cohort 2 GEAR UP students are graduating in June 2025 from El Camino High School or Oceanside High School.

Data clearly indicates the success of the 2018-2025 GEAR UP grant. In Year 1, students indicated 50 percent expected to earn a college degree. Five years later, 69 percent of GEAR UP students expressed positive intent to achieve this goal. In Year 1, 49 percent of students indicated feeling knowledgeable about college costs and financial aid, versus 68 percent in Year 6.

MiraCosta GEAR UP has worked with students across these seven years, providing them with more than 1.1 million hours of services, including 76 percent in academic counseling/advising, 93 percent in tutoring, and 75 percent in mentorship programs. Cohort graduation rates are higher, at 93 percent, than California's overall rate of 86 percent. GEAR UP students also exceeded the UC/CSU requirement rates at 51 percent over California's overall rate of 45 percent.

Health Services (Ghada Osman)

As of April 2025, Health Services continues to be open year-round, offering in-person and telehealth services. From April 2024 to April 2025, Health Services completed 7,130 total appointments, a 5.8 percent increase in a total number of appointments from the same period in 2024. Approximately 52 percent of appointments are mental health-related, 41 percent medical, and 7 percent case management.

Health Services continues to note a significant number of disproportionately impacted students seeking mental health counseling support, with Black/African American students at 6.2 percent, Latiné/Chicané students at 57.59 percent, LGBTQIA+ students at 33.7 percent, and students over age 25 at 51.52 percent.

Health Services continues to partner with Vista Community Clinic for on-campus HIV/Hep C Testing, and the San Diego Blood Bank for on-campus blood drives.

Mental health counselors and peer educators gave presentations and trainings to over 1,000 students and employees and continued to coordinate groups, workshops, and special events in collaboration with Student Life and Leadership, SAS, UMOJA, UPRISE, Student Equity, Transitions, and EOPS. Mental health counselors provided same-day outreach for 166 CARE referrals, and together with the clinical case manager, connected approximately 500 students to off-campus resources. Mental health counselors and the case manager/ interim case manager continued to build strong partnerships in the community, with emphasis on one-on-one warm hand-offs to referrals to ensure follow-up and continuity of care.

International Office and Study Abroad Program (Kathy Rodriguez)

MiraCosta College continues to expand its international student recruitment efforts through strategic partnerships, enhanced outreach, and increased campus engagement opportunities.

New agreements have been signed with international student recruiters, along with the development of updated training materials to better educate them about MiraCosta's programs and campus culture. Planning is also underway for a Familiarization (FAM) Tour this May, designed to coincide with two major international education conferences in San Diego. This tour will bring international recruiters to campus to experience MiraCosta College firsthand and promote the new 2+2 Memorandum of Understanding (MOU) with CSU San Marcos, which offers a clear transfer pathway and conditional admission to CSU San Marcos for international students who enroll at MiraCosta College.

The college is also strengthening existing relationships, most notably through its first formal MOU with CAL EDU, a partner that has helped bring over 90 students to MiraCosta since 2011. Additionally, new partnerships are being developed with local English language schools to create additional college pathways for international students seeking to transition into degree programs. Since January, 90 prospective students from 38 countries have joined MiraCosta's interest list. Approximately 50 percent of applications originate from Asian countries, and ten international students have been admitted to date.

The office has also worked closely with the international students to navigate the changes with the Department of Homeland Security and provide travel guidance during this time of uncertainty.

Interest in MiraCosta College's Study Abroad program continues to grow, with 131 students signed up for the fall 2025 semester in Florence. Of those, four students have already paid their deposits, signaling strong early commitment.

MiraCosta College has also been awarded the prestigious IIE American Passport Project Grant, which provides funding for 25 first-year students to receive fully funded U.S. passports, encouraging future participation in international education. In combination with the recent Bessel Foundation funding for a similar passport initiative, the college is consolidating both grants to maximize impact. As a result, a total of 61 students will receive funding to obtain their U.S. passports, significantly expanding access to global learning opportunities.

Orientation and Student Support (Tina Helmstreit)

The Orientation and Student Support (OSS) Department is actively collaborating with various division departments and faculty partners to align guided pathway onboarding strategies. These strategies are designed to be seamlessly integrated into both our online orientation platform and in-person programming. In preparation for the upcoming summer and fall onboarding activities, the department is organizing Welcome Fest. This event has evolved over the years and now aims to facilitate career exploration and foster connections between incoming students and faculty members before the semester begins. Additionally, this year's iteration will include credit orientation that will help students' eligibility for priority registration. For the spring semester, orientation and matriculation completion rates currently stand at 69 percent. To address this, the department is launching an email campaign and supporting the Ready to Register campaign. These initiatives are intended to bridge the gap and achieve a 70 percent completion rate.

School Relations/Diversity Outreach (Jonathan Gomez)

The spring semester proved to be a busy season for tours, events, and onboarding activity in the Outreach Department. The largest events were:

- Barrio Empowerment Encuentros – Outreach hosted an education and career exploration conference for 475 Latinx middle and high school students from local school districts. Career Education faculty and business and community leaders hosted workshops and an expo for the participants.
- My Girlfriend's Closet (MGC) – A partnership with a local non-profit that provides resources to girls and young women, primarily those in the foster system or experiencing homelessness, ages 13-22 that attracted 441 participants to the Oceanside Campus. MGC held a clothing distribution at the campus with support from the Outreach Department.
- The MiraCosta Math Department provided career exploration opportunities and local community resources tabled at the event, while participants waited in line. The community partners that attended were also able to distribute clothing items to an additional 260 community members, including MiraCosta students.
- Latino Book and Family Festival – Outreach partnered with Empowering Latino Futures to host roughly 1,200 participants and vendors for a community festival.
- San Dieguito Union High School District College Night – In partnership with various departments and SDUHSD, Outreach helped to host over 2,300 students and their families at the San Elijo Campus. MiraCosta faculty and staff hosted information tables and workshops for participants.

Outreach also hosted several application and course selection workshops for high school seniors throughout the spring. Workshops were offered throughout our region in partnership with Orientation and Student Support Department and the Academic Counseling Office. In addition to these events, Outreach hosted over 25 group tours with over 700 students and over 30 individual campus tours during the spring.

Service Learning and Volunteer Center (SLVC) (Nancy Magpusao Burke)

In the spring semester, 19 courses participated in service learning. Among 66 students participating in the course-connected service, 354.5 hours of service were completed. Currently, 97 community partners are enlisted for service learning and volunteering. Among 66 students who participated in the volunteer program, 2,549.18 hours of service were completed.

The Service Learning and Volunteer Fair was held at Oceanside Campus and Community Learning Center (CLC) in collaboration with Student Life & Leadership, Associated Student Government, Academic and Career Pathways (ACPs), UPRISE, Financial Aid, and the CLC Student Services Team. There were 14 local community organizations that shared service opportunities and community resources at the CLC, including Interfaith Community Services, Solutions for Change, and Universidad Popular. There were 24 organizations that tabled at the Oceanside Campus, including Casa de Amparo, Community HousingWorks, and Fraternity House INC. In total, there were just over 50 students at the Community Learning Center and 227 students at Oceanside Campus.

Spartan Service Saturday Project opportunities are made available for service-learning students and volunteers. Opportunities include partnering with Casa de Amparo for space organization and cleanup; meeting at Agua Hedionda/Discovery Center for trail and garden maintenance; and working with the North County LGBTQ Resource Center preparation for Pride by the Beach.

The Service Learning student advocates attended the Student Life and Leadership Annual Student Leadership Banquet, where student leaders were recognized. The MiraCosta Volunteer Service Award is given to students who completed 50-99 service hours throughout the academic year. Among the 19 recipients of the MiraCosta Volunteer Service Award, they

completed just over 1,151 hours of service. The MiraCosta President's Service Award is given to students who completed 100 or above service hours throughout the academic year. Among 19 recipients of The MiraCosta President's Service Award, they completed just over 5,284 hours of service.

The Service Learning community engagement included attending the Dr. Martin Luther King, Jr. Day of Service with NSDC NAACP which involved over 130 participants in service-learning projects; participated in MiraCosta College's first official march at the 43rd Annual Dr. Martin Luther King, Jr. Parade in San Diego; staffed the Employer and Community Connection Fair at Community Learning Center and featured community panel discussion, engaging tabling outreach, and interactive workshops in which 30 community members participated. New this year, the Service Learning and Volunteer Program hosted its first Student Transfer Panel for CSUSM with 38 participants.

The STREAM Festival will be held on May 4 alongside the Festival de Música comprising of five community partners and 25 activity booths by MiraCosta College students, staff, faculty, and volunteer presenters with hundreds of participants.

Student Accessibility Services (SAS) (Abrey Nydegger)

The Student Accessibility Services (SAS) Department invited faculty and staff to participate in the fourth cohort of a Canvas-based Ability Ally Training this past spring semester. Over fifty faculty and staff signed up for the training which concluded in April with a dynamic student panel discussion.

In April, SAS Peer Mentors, in collaboration with Student Equity, hosted motivational speaker Lex Gillette at the Oceanside Campus. Lex is the best totally blind long and triple jumper in the history of the U.S. Paralympic movement. He is the current world record holder in the long jump, a five-time Paralympic medalist, a three-time long jump world champion, and an 18-time national champion.

This May, SAS will honor graduates during the SAS Graduation Reception. SAS had 195 students petition for graduation, earning a total of 406 degrees and certificates.

Student Life and Leadership (SLL) (Terrence Shaw)

Student Life and Leadership (SLL) hosted the second annual Student Leadership Banquet, which was attended by more than 150 student leaders, faculty, staff, administrators, and family. Student Equity, Honors, International Office, Title V, CARE, PTK, ACPs, Service Learning, and ASG all participated in the banquet. The Fashion Design Club was selected as Club of the Year. The recipients of the ASG Outstanding Faculty and Staff Awards were also announced, and all recipients attended the banquet to be recognized.

Approximately 60 people attended and participated in the spring 2025 Student Leadership Conference where student leaders are recognized.

There were 12 new clubs created this semester, bringing the total number of new clubs for 2024/25 to 18.

More than 200 people attended GradFest 2025. SLL collaborated with EOPS, Career Services, MiraCosta Alumni, and the campus bookstore for the event. Graduates and their guests enjoyed music and light refreshments, took photos, decorated their caps, and participated in opportunity drawing activities. There were 22 students who applied for cap and gown support, and we were able to financially support all applicants.

Associated Student Government (ASG) elections for 2025-26 were also held. A total of 437 students voted in the election. This is a significant increase in voter turnout, which totaled more than the previous four elections combined.

ASG leaders were also elected to the executive and regional boards for SSCCC. For the first time, MiraCosta College will have a student leader on the SSCCC Executive Board for the state serving as the vice president of finance. MiraCosta students will also serve as the Legislative Affairs director and treasurer for Region X of the SSCCC.

Student Life and Leadership (SLL), San Elijo (Colleen Maeder)

Spring 2025 has been a busy time in Student Life and Leadership (SLL) on the San Elijo Campus. Since the beginning of fall 2024, SLL has hosted over 30 programs and events with a combined participation of approximately 1,400 students. SLL has continued some of the traditional programs, like Schedule Parties and Spartan Connect, and hosted new initiatives, such as Spring Kickoff and Garden in a Bucket, to reach a wider population of students. We have continued the tradition of supporting the San Diego Blood Bank by hosting a blood drive in February.

Student Services is continuing to grow student life on campus. Student Services, in conjunction with the Inter-Club Council, hosted a Club Rush in February 2025 to increase the number of clubs based on the San Elijo Campus. Currently, we have four clubs on campus (Outdoors Club, Psychology Club, Scientific Journal Club, and the Giving Club), and current students are interested in starting more clubs next fall. We are working with the Associated Student Government and Inter-Club Council to discuss the possibility of creating a Club Room on the San Elijo Campus next year.

This February, the ASG San Elijo Workgroup attended a Manchester Avenue and El Camino Real Stakeholder meeting with a wide range of community members to advocate for safer bike lanes and sidewalks. This culminated with members of the workgroup speaking at the April 9 Encinitas City Council meeting during oral communications to advocate on behalf of students for safer bike lanes and sidewalks.

Student Services, CLC (Mitra De Souza)

Student Services at the Community Learning Center (CLC) are currently gearing up for Adult High School and High School Equivalency Commencement, which will take place on Thursday, May 22. As of April 23, there are already 71 RSVPS, which is almost double the number of students who participated last year. This is in large part due to the work the Adult High School Diploma Program has done to make graduation requirements more accessible. We also recently completed a call campaign where every eligible graduate received a phone call to encourage them to RSVP if they had not done so already. In previous years, we used Foundation funds to cover the cost of regalia for our graduates and committed to covering it again this year.

Another exciting development at the Community Learning Center is the expansion of our campus food pantry. Thanks to the support of the director of Facilities and the vice president of Administrative Services, the wall between the CARE Office and the Food Pantry will be removed, doubling the pantry's size. Demand for the pantry continues to grow and we now average over 1,600 visits per month and handle thousands of pounds of food per week.

Student Services Business Systems Analyst (Kathy Rodriguez)

The Student Services Business Systems Analysts (BSAs) have been actively engaged in several major projects and mandated implementations this quarter. The BSAs supported testing of common course numbering changes and updated the degree audit system to incorporate the new courses. The transcription project for Credit for Prior Learning was completed, allowing students to now see awarded credit for advanced placement, credit by exam, and soon, credit for portfolio assessment, licensure, and military training. The BSAs also contributed to the setup and testing for MiraCosta College's implementation as a teaching campus through the California Virtual Campus (CVC). They continued work on enhancements to the degree audit for the Adult High School Diploma Program, including entering articulation rules for the college's top feeder high schools. The degree audit was also updated to reflect the new Cal-GETC requirements. In preparation for end-of-term processes, the BSAs completed the discontinuation of inactive students, activated students for the summer and fall terms, assigned pre-registration surveys and registration appointments, and sent email notifications informing students of their registration dates and times.

Transfer Center (Lise Flocken)

MiraCosta College students have an excellent transfer rate to the UCs. The MiraCosta College admission rate to SDSU is up 37.01 percent from last year.

Fall 2024 UC data:

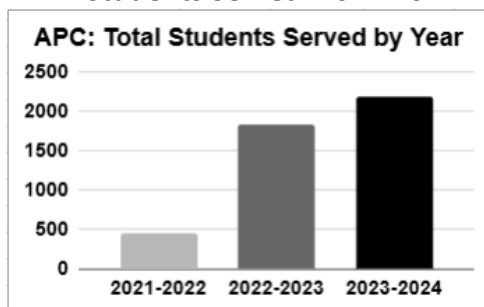
UC	MCC Transfer Admission Rate	Freshman Admission	All Transfer Admis
UCB	36.3%	11%	25.4%
UCD	63.5%	42.1%	58.8%
UCI	50.4%	28.8%	39.8%
UCLA	30.6%	9%	22.3%
UCM	84.6%	91.7%	62.2%
UCR	56.7%	76.4%	57.3%
UCSD	64.4%	26.8%	54.7%
UCSB	73.7%	32.9%	61.8%
UCSC	75.0%	65.0%	64.2%

Testing Services and Academic Proctoring Center (Sinclair Tirona)

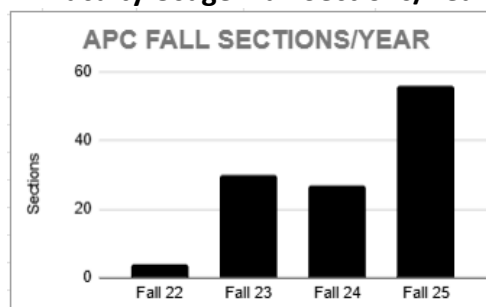
The Academic Proctoring Center (APC) has settled into the new center in the Student Services Building on the Oceanside Campus and continue to see significant growth in usage and service delivery for students, with a 107 percent increase in appointments from 2022/23 to 2023/24 and a 52 percent increase in students served with 1,466 students in 2022/23 to 2,239 students served so far in academic year 2024/25, with more anticipated through the upcoming summer semester.

There has also been a dramatic increase in faculty usage and course participation, more than doubling the course sections, from 27 to 56, served from fall 2024 to the upcoming fall 2025 semester.

Students Served: 2021-2024



Faculty Usage: Fall Sections/Year



Veterans Services (Liz Draper)

Since moving into the Student Services Building, Veterans Services has been working on increasing services for students. On top of the regularly scheduled Chat-N-Chow events each month, there have been monthly campus visits from local universities. These visits are allowing students to meet with representatives from CalState San Marcos, UC San Diego, University of San Diego, and Point Loma Nazarene University to learn more about their transfer options after MiraCosta College. In addition, there have been monthly Department of Veteran Affairs (VA) Disability appointments with an employee of the VA. These appointments help students get or increase their VA disability rating, which in turn avails them of additional services and funding through the VA. Lastly, in a partnership with Student Accessibility Services, the office has had a veteran-trained counselor do a few weekly appointments in Veterans Services to offer additional availability in a location where the students feel comfortable. Overall, these additional services have been getting positive feedback. There are plans to continue and expand these services in future semesters.

Welcome Center (Rosa Alvarado)

Since tracking student inquiries at the front counters in October 2024, the Oceanside and San Elijo Welcome Centers have supported and/or resolved just over 8,000 student inquiries regarding financial aid, admissions, academic counseling, and student accounts. Since February 2025, advisors have helped students with completing 120 FAFSA and CADAA applications and over 30 MiraCosta applications. We expect these numbers to increase during the registration period in May. In preparation for this high peak period the Welcome Center will be hosting a "Spartan Registration Prep" workshop and training for student workers, ambassadors, financial aid staff and San Elijo staff. The expectation is to train at least 30 MiraCosta staff members that will support the Welcome Centers during the anticipated registration period. A handful of students that visit our Welcome Centers are parents or caregivers, in response a kid zone in the Oceanside Welcome Center has been created where little ones can have a space where they can be entertained while their parents are submitting a FAFSA, submitting a prerequisite form, or printing out an unofficial transcript.

Student support advisors continue to support Academic Counseling, Admissions, and Financial Aid Offices in the Welcome Centers at the Oceanside and San Elijo Campuses. Upcoming events at the San Elijo Campus are "Start the Cart" where students will be helped to learn more about the fall 2025 schedule and where to find their registration day. College and Career Night will be taking place in April as well as a Schedule Party for students to learn more about classes and counselors.