



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING

**JANUARY 23, 2025
(DRAFT)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, January 23, 2025, in the Boardroom (1068) on the Oceanside Campus. President Cassar called the meeting to order at 4 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar

Raye Clendening

Heather Conklin

George McNeil

Frank Merchat

Anna Pedroza

Jackie Simon

Rahime Demirci (Student Trustee)

Administrators present:

Superintendent/President Cooke

Assistant Superintendent/Vice President Tim Flood

Assistant Superintendent/Vice President Denée Pescarmona

Assistant Superintendent/Vice President Alketa Wojcik

Assistant Superintendent/Vice President Charlie Ng

III. APPROVE MEETING MINUTES

A. Special Meeting/Closed Session of December 19, 2024

B. Regular Business Meeting of December 19, 2024

By motion of Trustee Simon, seconded by Trustee Merchat, the board approved the minutes of the special meeting/closed session of December 19, 2024.

Vote: 6/0/1

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

Abstentions: Clendening

Absent: None

By motion of Trustee Simon, seconded by Trustee Merchat, the board approved the minutes of the regular business meeting of December 19, 2024.

Vote: 6/0/1

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

Abstentions: Clendening

Absent: None

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

None.

V. CHANGES IN AGENDA ORDER

A minor clarification was made to the read-out on the December 19, 2024, minutes from closed session. There was one abstention to the action. The minutes have been corrected and posted.

VI. PRESENTATIONS

A. Adult High School – Western Association of Schools and Colleges Accreditation Report

Dean of Continuing and Community Education John Makevich and Jose Sanchez, MiraCosta's new AHS mathematics faculty presented an overview of the Adult High School (AHS) self-study report. This report is a comprehensive self-evaluation conducted by faculty, staff, and administration. It assesses the school's mission, goals, resource utilization, processes, and achievement of student outcomes in alignment with best practices.

Dean Makevich reported that The Accrediting Commission for Schools, Western Association of Schools and Colleges (ACS WASC) will review our report, validate AHS programs through site visits, interviews, and student work evaluations, and provide recommendations for improvement. The self-study report will be presented for board approval in February 2025. It will be submitted to ACS WASC in March 2025 with an external evaluation team scheduled to visit from May 5–8, 2025.

B. 2025 Political and Legislative Update

Director of Public and Governmental Relations, Marketing, and Communications, Dr. Kristen Gonzales provided an overview of the current political landscape at the federal and state levels and its impact on community colleges. The presentation highlighted a look back over the last year by reviewing a few notable bills that were both vetoed and signed. A look forward included a master plan for career education, the Governor's January budget, and key statewide advocacy points to align with ongoing legislative priorities and initiatives.

VII. CONSENT ITEMS

- A.** Ratify Recommendations of Superintendent/President in Approving Personnel Actions
- B.** Ratify Memorandum of Understanding 25-01 with the Faculty Assembly Amending MOU 24-05
- C.** Approve Legal Services
- D.** Approve Kitchell Contract Extension
- E.** Approve Southern California Foothills Consortium Memorandum of Understanding – Spring 2025 Semester
- F.** Notice of Completion – Contract #MMC0240024 SAN Path of Travel Installation Project
- G.** Notice of Completion – Contract #MMC0240025 SAN Recycling Water Retrofit Project
- H.** Approve License Agreement Amendment for Farmers' Market at MiraCosta College, San Elijo Campus
- I.** Approve Modern Campus USA, Inc. – Omni Software
- J.** Ratify and Approve Contracts and Purchase Orders

Consent Item H was pulled for discussion.

By motion of Trustee Merchat, seconded by Trustee Conklin, consent items A-G and I-J 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 H was approved as amended directing staff to make clear in subsequent contract extensions, the size and revenue generated by the event would need to be assessed in determining the appropriate rental fee in the next contract period.

Vote: 7/0/0

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

Abstentions: None

Absent: None

VIII. ACTION ITEMS

A. Adopt Resolution No. 7-24/25 – Excuse Board Member Absence

By motion of Trustee Merchat, seconded by Trustee Pedroza, the board adopted Resolution No. 7-24/25 to excuse Trustee Raye Clendening from the December 19, 2025, board meeting.

Vote: 6/0/1

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

Abstentions: Clendening

Absent: None

B. Approve Employment Contract for Assistant Superintendent/Vice President, Human Resources.

By motion of Trustee Pedroza, seconded by Trustee Clendening, the board approved the employment contract for the Assistant Superintendent/Vice President, Human Resources.

Vote: 7/0/0

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

Abstentions: None

Absent: None

IX. SECOND READ – BOARD POLICIES (Action Required)

A. Board Policy 3433 – Prohibition of Sexual Harassment Under title IX

By motion of Trustee Conklin, seconded by Trustee Merchat, the board adopted Board Policy 3433 as presented.

Vote: 7/0/0

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

Abstentions: None

Absent: None

B. Board Policy 3540 – Sexual and Other Assaults on Campus and in Campus Programs

By motion of Trustee Clendening, seconded by Trustee Conklin, the board adopted Board Policy 3540 as presented.

Vote: 7/0/0

Aye: Cassar, Clendening, Conklin, McNeil, Merchat, Pedroza, Simon
Abstentions: None
Absent: None

I. FIRST READING – BOARD POLICIES

A. Board Policy 3810 – Claims Against the District

Board Policy 3810 was reviewed and discussed and will be brought to the board for a second read and adoption at a future meeting.

B Board Policy 4300 – Field Trips

Board Policy 4300 was reviewed and discussed and will be brought to the board for a second read and adoption at a future meeting.

C. Board Policy 6340 – Bids and Contracts

Board Policy 6340 was reviewed and discussed and will be brought to the board for a second read and adoption at a future meeting.

D. Board Policy 6700 – Civic Center and Other Facilities Use

Board Policy 6700 was reviewed and discussed and will be brought to the board for a second read and adoption at a future meeting.

E. Board Policy 7340 – Leaves

Board Policy 7340 was reviewed and discussed and will be brought to the board for a second read and adoption at a future meeting.

IX. COLLEGE-RELATED REPORTS

A. Trustees Activities

Trustee Anna Pedroza attended the Farmers' Market at the San Elijo Campus last week and commented on what a great community event it is. She also participated in the MLK downtown parade. It was a pleasure to see CA State San Marcos, Palomar College, and MiraCosta College all march in the parade together. She also listened to the All College Day recording and congratulated Tim Flood on his retirement noting that he will be greatly missed.

Trustee Ann Crosbie has been focused on supporting those affected by recent fires in Los Angeles. She expressed gratitude for the incredible community response.

Trustee Raye Clendening attended the Associate Faculty Welcome Zoom during Flex Week, serves on the Ethnic Studies Committee for the Oceanside Unified School District, and attended the MLK Day of Service on January 19 and the MLK Breakfast on January 20.

Trustee Frank Merchat attended the Annual MLK Breakfast and All College Day. He shared his gratitude for Dr. Helen Benjamin who did an outstanding job facilitating the Board Workshop last week. He was glad to see that the Clippers professional team rented our gymnasium and expressed gratitude to those involved in making it possible. In addition, he mentioned the funeral for Knox Williams, scheduled for February 22 at 1 p.m. at the Oceanside First Presbyterian Church & Preschool.

Trustee Heather Conklin highlighted her efforts to support our neighboring communities in Los Angeles during the terrible fires. She also attended the Farmers' Market at the

San Elijo Campus, the MLK Day of Service, and a Unity Brunch hosted by Oceanside Councilmember Eric Joyce, which focused on building stronger communities.

Trustee Jackie Simon attended the Associate Faculty Welcome session during Flex Week, the MLK Breakfast, All College Day, and the board workshop facilitated by Dr. Helen Benjamin. She noted that this was the first time in her 21 years on the board that she attended the MLK Breakfast and said it was wonderful.

Board President Rick Cassar spoke at All College Day, attended the Associate Faculty Welcome Zoom, and the funeral of Refugio “Jesse” Lomeli, a beloved former MiraCosta counselor. Jesse joined MiraCosta in 1973, taught Mexican American Studies, and started the college’s soccer program. He worked at MiraCosta for 31 years, retiring in 2004. His legacy as a donor and trailblazer continues to leave a lasting impact on the MiraCosta community.

B. Students

Student Trustee Rahime Demirci shared highlights from the Associated Student Government (ASG) retreat at UC San Diego's high ropes course, where teamwork and a trust-building exercise set a positive tone for the semester ahead. She reported that Region 10 of the ASCCC (Academic Senate for California Community Colleges) continues hosting monthly meetings, which provides a platform for students to engage with peers across the county. And finally, the student soccer team is gearing up for an exciting match against Las Vegas.

C. Classified Employees

Classified Senate President Omar Jimenez, recognized and gave a special thanks to Carl Banks and Kimberly Holmes for stepping up during his paternity leave. He then proudly acknowledged two incredible Classified Professionals who exemplify our commitment to Caring Campus and student success. Michelle Ohnstad, Manager of Library Operations was recognized as the Outstanding Classified Employee for fall 2024, and Nadia Khan, Instructional Designer was recognized for completing a certificate in AI through Playlab AI and the UC Berkeley School of Education. Jimenez added that both Michelle and Nadia exemplify the values of Caring Campus—serving our students with compassion while continuously improving and innovating to meet their needs.

C. Faculty

Academic Senate (AS) President Curry Mitchell reported that as the spring semester begins, MiraCosta College faculty have been actively engage in professional development activities. During FLEX Week, Dr. Faye delivered a keynote presentation titled Cultural and Human Connection. Faculty leaders, including Dr. Teckle and Dr. Jim Sullivan, encouraged submissions of First Day/First Week Teaching Ideas, fostering a collaborative exchange of strategies for positive student experiences. Looking ahead, the college will host an AI-focused conference, with breakout sessions led by faculty and classified staff.

The Equivalency Committee is revising administrative procedures and local guidelines to streamline the process for reviewing requests for adjunct, temporary, and full-time faculty positions. In addition, the SLO Coordinator position is being reevaluated to enhance meaningful engagement with the SLO Loop process. The Senate also reviews

its rules and meeting formats to improve representation, communication, and collaboration with faculty and college partners.

D. Assistant Superintendents/Vice Presidents

1. Instructional Services

Assistant Superintendent/Vice President Pescarmona reported the AI Conference is set for January 31, with 300 RSVPs already confirmed. The day will feature a morning panel and constituency group discussions, followed by over twenty afternoon breakout sessions hosted by classified staff and faculty. Special thanks to Melanie Haynie, Dulce Gangani, Jim Julius, Omar Jimenez, and Curry Mitchell for their leadership and support.

Spring enrollment is up compared to last year, with headcount up 2.19 percent and FTES up 3.07. The San Elijo Campus is seeing remarkable growth, with enrollment over 12 percent for fall and spring, adding 400 more students year-over-year. San Elijo is piloting an accelerated 8-week format, allowing students to complete three-degree programs in just 22 months.

Spring is busy with schedule development for summer and fall. Faculty are implementing legislative mandates, including AB 1111 (Common Course Numbering), with six newly aligned courses completed and over 75 more in progress by spring's end. Work is also underway to finalize the new CAL-GETC general education plan, requiring clear communication to ensure students understand these changes.

MiraCosta College is fully compliant with AB 607 (burden-free materials), with textbook costs accessible in the schedule. For spring 2025, 45 percent of sections have zero textbook costs, supported by an additional \$500,000 from Zero Textbook Cost (ZTC) grants to expand our no-cost programs.

2. Student Services

Assistant Superintendent/Vice President Wojcik stated that Counselor Jesse Lomeli was her counselor when she attended school at MiraCosta College and he certainly helped her reach her goals. The past month and especially the week has been hectic, and she thanked all classified professionals and faculty for helping to make students feel welcome and seen. The college's Culture of Care continues to prioritize free services, with faculty guiding students to essential resources.

We recently submitted a new GEAR UP grant as our current grant ends in July 2025. We are hoping to hear positive news this September. We are currently addressing the needs of our undocumented, mixed-status, and LGBTQIA+ communities by updating Administrative Procedures (AP) 3415 and 5017 to enhance inclusivity and support.

In February, we plan to propose a resolution allowing student-run organizations to attend Brown Act meetings via teleconference. This is due to a recent law passed that allows for flexibility and would address barriers like transportation and childcare, enabling broader participation, particularly for the Associated Student Government. Legal counsel is ensuring compliance with all applicable laws.

3. Administrative Services

Assistant Superintendent/Vice President Flood reported that we received a glimpse of the state budget and highlights of the Governor's budget priorities. The proposed budget is an improvement from last year but has minimal direct impact on MCC. Some COLA adjustments for categorical programs will provide support. The budget includes a minimal 0.5 percent growth allocation statewide which means some districts will continue to have unfunded growth. There are concerns about several missing elements, including no funding for scheduled maintenance and the absence of a COLA (Cost of Living Adjustment) on many of our large categorical programs, which could force decisions to reduce services or backfill funding gaps. Backfilling always negatively impacts our compliance with the 50% law. Additionally, there was discussion about the potential long-term financial impact of recent fires, particularly on lost revenue and rising insurance costs.

On a positive note, seeing students back on campus and in classes was wonderful. A special thanks was extended to classified staff and faculty for their hard work in preparing classrooms and ensuring the college was well prepared for the start of classes. Appreciation was also expressed to colleagues on the emergency team for their efforts during recent fires and power outages caused by the weather conditions. These collaborative efforts continue to make a meaningful difference for our campus community.

4. Human Resources

Assistant Superintendent/Vice President Ng thanked the payroll team for getting the W-2's processed on time. He also thanked the HR Team for their preparation for the upcoming faculty hiring training on Saturday. Additionally, we are sharing our EEO practices (Equal Employment Opportunity) with the State Chancellor's Office for them to consider including in their new EEO Best Practices Handbook, which will support equity-focused hiring efforts across the state.

E. Superintendent/President

Superintendent/President Cooke reported that after a bumpy return from her mini-sabbatical, she returned to her first week with all running smoothly. She said she was grateful for the dedication of our team and gave a shoutout to Jeanne Koschwanez and Melanie Haynie for stepping in and helping when needed.

A lot is going on, from legislative updates to reporting requirements. Despite the challenges, the first week of classes went relatively smoothly. A special thank you to the volunteers who supported students at the Help Huts on the first day of classes. Their efforts created a welcoming environment for students, even as evacuations from the area fires impacted some.

The LIFE Group has resumed meeting in the Board Room after being displaced during construction. Thank you to the Foundation team, Brian Astredo and Tori Fishinger, and our Police Chief Val Saadat for assisting members getting to their cars due to a shortage to nearby parking. It's wonderful to have this group back in their original meeting location.

Generous Donation: A huge thanks to MiraCostan Refugio "Jesse" Lomeli and his family for their generous donation of \$250,000. Their contribution will make a significant impact on our college community.

We're excited to announce two new buildings now open to serve students—Building 13: Chemistry and Biotechnology and Building 28: Media Arts. These state-of-the-art facilities are a testament to our commitment to innovation and student success.

X. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

Trustee Conklin asked – relook at voting during emergencies.

XI. ADJOURNMENT

The meeting adjourned at 6:13 p.m.

MINUTES APPROVAL:

Rick Cassar
President

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