



## **MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**

**REGULAR MEETING  
4 P.M. – THURSDAY – AUGUST 21, 2025  
JOHN MACDONALD BOARD ROOM  
BUILDING 1000 – OCEANSIDE CAMPUS**

### **AGENDA**

#### **I. CALL TO ORDER AND REPORT OUT FROM CLOSED SESSION**

#### **II. FLAG SALUTE / ROLL CALL**

#### **III. APPROVE MEETING MINUTES**

- A. Special Meeting/Closed Session of July 17, 2025
- B. Regular Business Meeting of July 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 any one 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. Biannual Career Education Program Update
- B. Equal Employment Opportunity Plan Update

## **VII. CONSENT ITEMS**

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions
- B. Approve New Classifications, Job Descriptions and Pay Range Placement
- C. Approve Theater and Production Aide Salary Schedule
- D. Approve Hourly Professional Expert Salary Schedule
- E. Ratify Memorandum of Understanding 25-07 with Faculty Assembly (New Full-time Faculty Institute)
- F. Approve Equal Employment Opportunity Annual Certification Form for Academic Year 2024/25
- G. Approve Insurance Renewals 7/1/25-7/1/26 – Workers' Compensation: Protected Insurance Plan for Schools (PIPS); Property & Liability: Statewide Association of Community Colleges (SWACC)
- H. Ratify Student Accident Insurance Renewal 8/1/25-8/1/26
- I. Approve Request to Destroy Education Records Marked for Destruction- Admissions and Records Office
- J. Adopt Resolution No. 2-25/26, Establish the District Appropriations (Gann) Limit for Fiscal Year 2025/26
- K. Approve Agreement with West Coast Consulting Group, Inc. for Emergency Preparedness Services
- L. Ratify and Approve Contracts and Purchase Orders

## **VIII. ACTION ITEMS**

- A. Adopt Resolution No. 3-25/26 – Excuse Board Member Absence (Simon)

## **IX. FIRST READ – BOARD POLICIES**

- A. Board Policy 2305 – Annual Organizational Meeting
- B. Board Policy 3820 – Gifts

## **X. INFORMATION**

- A. Report Update of Emergency Declaration and Emergency Actions for Sinkhole at the San Elijo Campus Main Roadway
- B. Report Update of Emergency Declaration and Emergency Actions for Water Leak in Building 4800 at Oceanside Campus
- C. 2025/26 Board Goals

## **XI. COLLEGE-RELATED REPORTS**

- A. Trustees Activities
- B. Students
- C. Classified Employees
- D. Faculty
- E. Assistant Superintendent/Vice Presidents
  - 1. Instructional Services
  - 2. Student Services
  - 3. Administrative Services
  - 4. Human Resources
- F. Office of the President

G. Superintendent/President

**XII. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS**

**XIII. ADJOURNMENT**

**UPCOMING MEETINGS**

**4 p.m. – September 4, 2025  
Budget Workshop**

**4 p.m. – September 11, 2025  
Regular Business Meeting**

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](mailto: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](mailto:jbollerud@miracosta.edu).



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

**MINUTES OF CLOSED SESSION MEETING**

**JULY 17, 2025  
(DRAFT)**

**I. CALL TO ORDER**

The Board of Trustees of the MiraCosta Community College District met in closed session on Thursday, July 17, 2025, in Room 1054 at the Oceanside Campus. President Rick Cassar called the meeting to order at 2:45 p.m.

**II. FLAG SALUTE / ROLL CALL**

Board members present:

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

Board members absent: Jackie Simon

Administrators present:

Superintendent/President Sunny Cooke  
Assistant Superintendent/Vice President Hayley Schwartzkopf  
Assistant Superintendent/Vice President Elba Gomez

Others present:

Legal Counsel Kelly Cauvel (virtually)  
Kitchell Representatives Ed DeJani (virtually), David Dunn, and Brian Peeling  
Former Assistant Superintendent/Vice President Tim Flood (virtually)

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

None.

**IV. DECLARE NEED FOR CLOSED SESSION**

At 2:45 p.m., the board announced the need to enter closed session, along with Superintendent/President Cooke, Assistant Superintendent/Vice President Schwartzkopf, Assistant Superintendent/Vice President Gomez, Kitchell representatives Ed DeJani, David Dunn, and Brian Peeling, to discuss the following topic:

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

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

Assistant Superintendent/Vice President Gomez, Kitchell representatives Ed DeJani, David Dunn, and Brian Peeling, and legal counsel Kelly Cauvel left closed session.

- B. Employee Discipline/Dismissal/Release, Number of Potential Cases: 2**  
(Pursuant to Government Code section 54957)

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

At 3:52 p.m., the board returned to open session to report the following:

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

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

No report.

- B. Employee Discipline/Dismissal/Release, Number of Potential Cases: 2**  
(Pursuant to Government Code section 54957)

No report.

**VI. ADJOURNMENT**

The meeting adjourned at 3:52 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**

**JULY 17, 2025  
(DRAFT)**

**I. CALL TO ORDER**

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, July 17, 2025, in the Boardroom on the Oceanside Campus. President Rick Cassar called the meeting to order at 4:05 p.m.

**II. FLAG SALUTE / ROLL CALL**

Board members present:

Rick Cassar	Frank Merchat
Raye Clendening	Anna Pedroza
Heather Conklin	Federico Caion Demaestri (student trustee)
Ann Crosbie	

Trustees Absent: Jacqueline Simon

Administrators present:

Superintendent/President Sunny Cooke  
Assistant Superintendent/Vice Presidents:  
Elba Gomez  
Denée Pescarmona  
Hayley Schwartzkopf  
Alketa Wojcik

**III. APPROVE MEETING MINUTES**

**A. Special/Closed Meeting of June 12, 2025**

By motion of Trustee Merchat, seconded by Trustee Conklin, the board approved the minutes of the special/closed session meeting of June 12, 2025.

Vote: 6/0/0  
Aye: Cassar, Clendening, Conklin, Crosbie, Merchat, Pedroza  
Abstentions: None  
Absent: Simon

**B. Workshop of June 12, 2025**

By motion of Trustee Clendening, seconded by Trustee Merchat, the board approved the minutes of the workshop of June 12, 2025.

Vote: 6/0/0  
Aye: Cassar, Clendening, Conklin, Crosbie, Merchat, Pedroza  
Abstentions: None  
Absent: Simon

**C. Special/Closed Meeting of June 26, 2025**

**D. Regular Business Meeting of June 26, 2025**

By motion of Trustee Conklin, seconded by Trustee Merchat, the board approved the minutes of the special/closed session meeting and the regular business meeting of June 26, 2025.

Vote: 6/0/0

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

Abstentions: None

Absent: Simon

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

A community member and alum voiced their concern about ICE activities in the community and MiraCosta's support for Latinx students.

**V. CHANGES IN AGENDA ORDER**

None.

**VI. PRESENTATIONS**

**A. Grants Update**

Assistant Superintendents/Vice Presidents Wojcik and Pescarmona, joined by grant project directors (Maria-Isabel Rocha, Tom Tubon, Molly Ash), provided a status update on selected grants. The college pursues grants that align with our strategic goals, and they help to fuel and sustain innovation.

MiraCosta College has secured over \$40 million in state and federal grants in recent years to support student success, completion, and workforce development. These include funding for the BioScience Hub, two Title V (DHSI) awards, two sequential GEAR UP for College awards, a Department of Energy grant, and multiple California Apprenticeship Initiative awards.

The GEAR UP grant partnership with OUSD focuses on creating a college-going culture. Providing preparation for postsecondary education to GEAR UP students has already made a difference for our community by increasing the high school graduation rate, college attendance, and access to financial aid. Many partnerships have been created, students have visited multiple industries for career exploration and universities for academic exposure, and faculty have accessed additional professional development. This GEAR UP grant has also increased the rate of access to financial aid and the tools that lead to increased success in their post-secondary experience.

Because we have been able to demonstrate positive results with the past two GEAR UP grants, with approximately 3,000 students in our community who have benefitted from these grants and partnerships, we are hopeful that a third grant will be awarded.

The strategies of the Title V grant benefit Latinx and low-income students, enhancing and emphasizing career exploration, improving persistence, and creating cultural competence at the college. A second Title V grant started last year and is focused on enhancing our STEM and Bioscience pipeline.

A Title V dashboard was created by RPIE, enabling us to monitor key metrics, student outcomes, and identify areas needing improvement. A Sense of Belonging survey, last

conducted two years ago, will be administered this year to hear directly from Latinx students about their needs so the District can plan to support them.

A number of Workforce Development grants were awarded to the college, including \$1M from the Department of Education and \$2,066,387 from the Department of Energy. Aerospace and energy storage partnerships are being developed to allow us to better serve our 7,500 TCI students each year. Our reliance on grants is imperative to fund these opportunities for students.

The college has secured several apprenticeship grants and has applied for many more. Apprenticeships are an attractive option for students, as they provide paid, on-the-job training, so that students can earn while they learn.

## **VII. CONSENT ITEMS**

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions**
- B. Approve Apprentice Salary Schedule**
- C. Ratify Memorandum of Understanding 25-06 with the Faculty Assembly (Reassigned Time)**
- D. Approve Employment Contract for Professional Expert**
- E. Approve Updated Course Agreement with Carlsbad Unified School District for the Fall 2025 Dual Enrollment Program**
- F. Fall 2025 Program Components for the Oceanside Unified School District CCAP Dual Enrollment Program**
- G. Approve Updated Course Agreement with San Dieguito Union High School District for the Fall 2025 Dual Enrollment Program**
- H. Approve Updated Course Agreement with Cathedral Catholic High School for the Fall 2025/Spring 2026 Dual Enrollment Program**
- I. Approval of Travel to Paris, France, August 1 – December 20, 2025, for Sabbatical Project**
- J. Approve Military Equipment Report**
- K. Approve Annual Apple Computer Replacement Purchases**
- L. Approve Annual Dell Computer Replacement Purchases**
- M. Approve Network and Telecommunications Hardware and Software Maintenance and Technical Support Services Agreement**
- N. Approve Purchase of Adobe Enterprise Term License Agreement (ETLA)**
- O. Ratify and Approve Contracts and Purchase Orders**

By motion of Trustee Merchat, seconded by Trustee Clendening, consent items A through O were approved.

Vote: 6/0/0

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

Abstentions: None

Absent: Simon

## **VIII. ACTION**

- A. Adopt Resolution No. 01-25/26 Grant Easement to Dish Wireless, LLC (DISH) to Allow Installation of Electrical and Telecommunications Facilities for Adjacent City Property**

By motion of Trustee Merchat, seconded by Trustee Conklin the board adopted Resolution No. 01-25/26 Grant Easement to Dish Wireless, LLC (DISH) to allow installation of electrical and telecommunications facilities for adjacent city property as stated.



Vote: 6/0/0  
Aye: Cassar, Clendening, Conklin, Crosbie, Merchat, Pedroza  
Abstentions: None  
Absent: Simon

**B. Ratify the MiraCosta Community College District Confidential Employee Working Conditions Manual**

By motion of Trustee Merchat, seconded by Trustee Conklin the board ratified the MiraCosta Community College District Confidential Employee Working Conditions Manual as stated.

Vote: 6/0/0  
Aye: Cassar, Clendening, Conklin, Crosbie, Merchat, Pedroza  
Abstentions: None  
Absent: Simon

**C. Approve Salary Schedule and Employment Contract Superintendent/President**

By motion of Trustee Pedroza, seconded by Trustee Merchat the board approved the salary schedule and employment contract for the superintendent/president as presented.

Vote: 6/0/0  
Aye: Cassar, Clendening, Conklin, Crosbie, Merchat, Pedroza  
Abstentions: None  
Absent: Simon

**D. Approve Salary Schedule and Employment Contract for Assistant Superintendents/Vice Presidents, Vice President, Associate Vice President, and Chief Inclusion, Diversity, Equity, Accessibility Officer**

By motion of Trustee Crosbie, seconded by Trustee Clendening the board approved the salary schedule and employment contract for the assistant superintendents/vice presidents, vice president, associate vice president, and chief inclusion, diversity, equity, accessibility officer as presented.

Vote: 6/0/0  
Aye: Cassar, Clendening, Conklin, Crosbie, Merchat, Pedroza  
Abstentions: None  
Absent: Simon

**IX. SECOND READING – BOARD POLICIES (ACTION REQUIRED)**

**A. Board Policy 4230 – Grading and Academic Record Symbols**

By motion of Trustee Clendening, seconded by Trustee Pedroza, the board adopted Board Policy 4230 as presented.

Vote: 6/0/0  
Aye: Cassar, Clendening, Conklin, Crosbie, Merchat, Pedroza  
Abstentions: None  
Absent: Simon

**X. INFORMATION**

**A. Public Hearing: At or After 4:00 p.m. – Grant Easement to Dish Wireless, LLC (DISH) to Allow Installation of Electrical and Telecommunications Facilities for Adjacent City Property**

A public hearing was opened at 4:52 pm, and no public comments were provided. The public hearing closed at 4:53 pm.

**B. Report Update of Emergency Declaration and Emergency Actions for Sinkhole at the San Elijo Campus Main Roadway**

An update was provided for information. The investigation phase has been completed and the problem – broken water pipe – identified. Excavation has begun, and the work could be completed within 30 days.

**C. Report Update of Emergency Declaration and Emergency Actions for Water Leak in Building 4800 at Oceanside Campus**

An update was provided for information. The water leak has been mitigated, and the classroom where the leak took place is now available for use.

**XI. COLLEGE-RELATED REPORTS**

**A. Trustees Activities**

Trustee Crosbie shared her engagement in the community and highlighted growing interest and concerns around federal grant funding. As the school year approaches, she encouraged support for back-to-school initiatives and local backpack drives.

Trustee Pedroza expressed deep appreciation for serving on a board that respects the role of leadership. She emphasized that the Board's job is to support—not hinder—the important work of the college.

Trustee Conklin participated in Oceanside's Fourth of July Parade and ongoing community meetings addressing the presence of ICE. She is also closely monitoring state and federal budget updates.

Trustee Clendening participated in Independence Day festivities and thanked the Black Alliance for their support during recent events, including "The House: The '90s Built" program, which reflected on past student experiences.

Trustee Cassar reaffirmed the Board's supportive role and its respect for faculty and staff, noting that trustees are here to uplift—not micromanage—college leadership. He also shared his summer highlights, including a visit to the farmers market at the San Elijo Campus and a recent trip to Alaska.

**B. Students**

Student Trustee Federico Caion Demaestri reported the Student Government met on July 11 and is fully staffed with executive leaders, with workgroups and committees already setting their schedules. As most current leaders are expected to graduate by the end of the year, mentorship and succession planning are top priorities.

Two key goals for the year include increasing student engagement on campus and strengthening collaboration with the Student Senate for California Community Colleges (SSCCC). A student government retreat is scheduled for August 8 and will focus on strategy and planning. He also highlighted recent and upcoming student events: Welcome Fest at San Elijo (July 17), Welcome Fest at Oceanside (July 19), and the Student Leadership Conference (August 11), which will include sessions on campus involvement and statewide student leadership.

On a personal note, he announced he has submitted his candidacy, with Dr. Cooke's endorsement, to serve as the student trustee on the Community College League of California (CCLC) Board of Trustees. He is one of several candidates and will find out the

results by mid-August. Additionally, he will attend his first SSCCC meeting in his official role as vice president of finance and plans to participate in the CCLC Annual Conference this November.

### **C. Classified Employees**

Classified Senate (CS) President Carl Banks explained how the CS has been focused on onboarding new senators. In addition to meeting one-on-one with officers, a strategic retreat is scheduled for Tuesday, July 22, where CS leadership will outline objectives and priorities.

The CS is revamping its online portal to make it more user-friendly by streamlining content. Following the lead of an Academic Senate colleague, a monthly newsletter will be launched to share updates across governance groups and highlight the contributions of classified professionals.

Committee assignments for the new governance cycle are being finalized. A special acknowledgment was given to Immediate Past President Omar Jimenez, who is now serving as the Caring Campus coordinator, working with HR to support 27 classified professionals. Training sessions for classified professionals were held on July 11, with additional sessions scheduled for July 25 and August 8, the latter in collaboration with faculty and administrators.

Banks expressed gratitude for MiraCosta's continued emphasis on student care and support initiatives. On a personal note, he announced his election as Director of Government Relations for the statewide classified senate organization, a two-year term that began on July 1. In this role, he will represent classified professionals across California in matters of policy and regulation.

### **D. Faculty**

Academic President Curry Mitchell shared that faculty leadership, including representatives from the Academic Senate and Office of Instruction, attended the statewide Curriculum Institute, where they engaged with stakeholders from the Chancellor's Office, UC, and CSU systems. The event provided valuable insights into curriculum challenges and opportunities for collaboration across systems. While short on concrete solutions, the institute helped clarify statewide expectations and reaffirmed MiraCosta's commitment to ensuring that courses and programs articulate effectively for students. Faculty leaders returned with ideas to streamline curriculum processes and support articulation efforts.

The Senate also continues planning for fall, with the academic calendar vote on August 22 serving as the culmination of a two-year process. The Senate emphasized its responsibility to advise on the calendar, as part of its "10+1" purview. Other ongoing initiatives include planning Flex Week and weekly communication from our "Joyful Teacher" newsletter.

During the summer session, faculty are actively teaching and evaluating the evolving role of online education, especially in asynchronous environments. These conversations underscore both the promise and the challenge of remote learning, particularly for immigrant and mixed-status students. Reflections on experiences in hands-on classes, like printmaking, reinforced the value of tactile, analog learning, and problem solving involved in learning.

### **E. Assistant Superintendents/Vice Presidents**

## **1. Instructional Services**

Assistant Superintendent/Vice President Pescarmona submitted a written report. Additionally, she thanked the team that attended the Enrollment Management Academy this year. The work involves a Strategic Enrollment Management plan that will align with the upcoming Educational Futures Plan that Student Services and Instructional Services are working on. She also thanked the team of MiraCostans that attended the Curriculum Institute.

Enrollment for fall is up about 6.5 percent in headcount and 5.5 percent in FTES. We are continuing to monitor enrollment and add sections where we know students will need them, especially in anticipation of Welcome Fest.

## **2. Student Services**

Assistant Superintendent/Vice President Wojcik reported a total of 563 students have registered for the Welcome Fest on Saturday, July 19, on the Oceanside Campus. Designed to welcome and orient new students, the structured, full-day program will include Academic and Career Pathways (ACPs) leaders, counselors, and student service teams playing a critical role in outreach and preparation. A large, collaborative group of faculty, staff, and administrators contributed to planning this well-organized event. She expressed deep appreciation for the tremendous work behind this year's Welcome Fest efforts.

## **3. Administrative Services**

Assistant Superintendent/Vice President Gomez reported Fiscal Services is actively preparing fiscal year-end reports in advance of the final budget presentation to the Board in September, and Purchasing has successfully closed out all FY 2024/25 purchase orders.

Summer construction remains on track, including projects such as the EV charging stations and the new building on the Oceanside Campus.

Facilities staff members are working diligently to ensure all campuses are ready for the start of the fall semester.

Information Technology Services collaborated with Human Resources to begin discussion of a new AI policy for the District.

The College Police Department will hold a swearing-in ceremony on August 7.

## **4. Human Resources**

Assistant Superintendent/Vice President Schwartzkopf reported Human Resources received an Innovative Best Practices grant from the California Community Colleges Chancellor's Office, which was used to produce a vibrant two-minute [recruitment video](#). This video reinforces the District's ongoing commitment to being a racially just campus. In addition, HR completed a refresh of an internal training video to align with updated practices.

To further support equitable hiring efforts, the department signed a contract with S360, an advertising agency that will help promote job postings online and across social media platforms, ensuring outreach to a broad and diverse audience.

On August 6, HR will welcome 11 new full-time faculty members during new hire orientation. The team also reminds all employees that open enrollment for benefits runs from August 8 through August 22.

#### **F. Superintendent/President**

Superintendent/President Cooke reported MiraCosta College continues to make significant strides in national recognition, recently being featured on the cover of the [Community College Journal](#) by the American Association of Community Colleges. The publication cover showcased our Biotech Building alongside our accomplished graduating students. An article in the magazine highlighted our innovative bachelor's degree program and futures work.

Our institution remains committed to transparency, in this meeting that was displayed in the transparency and read out of changes in executive compensation. The Board expressed support of our executives during that discussion and overall the Board maintains unwavering support and appreciation for all employees who dedicate themselves to serving our student community.

In the current educational landscape, MiraCosta College is proactively addressing complex challenges stemming from federal and state policy shifts. We are closely monitoring potential impacts of federal budget cuts in San Diego County on the biotech and life sciences ecosystem, healthcare research funding, and educational support for diverse student populations. Despite ongoing policy challenges, we continue to comply with state policies that protect educational access and maintain a strong stance supporting all students, regardless of their immigration status.

Looking ahead, we have exciting events on the horizon, including an upcoming dance performance this evening at the tennis courts and a police swearing-in ceremony in August. These events highlight community engagement and the celebration of student and employee achievement.

#### **XII. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS**

None.

#### **XIII. ADJOURNMENT**

The meeting adjourned at 5:52 p.m.



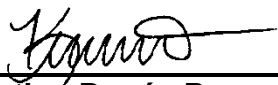

#### **MINUTES APPROVAL:**

---

Rick Cassar  
President

---

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

<b>Subject:</b>  Biannual Career Education Program Update	<b>Attachment:</b>  <a href="#">PowerPoint Presentation</a>
<b>Category:</b>  Presentations	<b>Type of Board Consideration:</b> <div style="text-align: center;">   Information                  Consent                  Action </div>
<b>Institutional Goals:</b> <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> <div style="text-align: center;">   Goal 1                  Goal 2                  Goal 3                  Goal 4 </div>
<b>Recommended:</b>  <hr/> <b>Kristina Denée Pescarmona</b> Assistant Superintendent/Vice President, Instructional Services	<b>Approved for Consideration:</b>  <hr/> <b>Sunita V. Cooke, Ph.D.</b> Superintendent/President

**BACKGROUND**




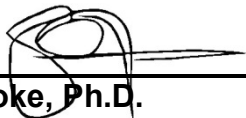
California Education Code 78016 requires the District to review vocational and occupational training programs every two years to ensure program effectiveness. MiraCosta College Administrative Procedure 4102 sets forth the procedures for the two-year program reviews for all career and technical education programs.

**STATUS**

Associate Dean of Career Education, Benjamin Gamboa and Vice President, Instructional Services, Denée Pescarmona will provide the Board of Trustees with an update on LMI and wage data used to analyze overall program effectiveness of all MiraCosta College credit career education programs. The Board will also be provided with an update on career education alignment to IDEA, Guided Pathways, and Futures, as well as an overview of ongoing planning and program improvements that are underway.

**RECOMMENDATION**

This item is submitted for information only. No action required.

<b>Subject:</b>  Equal Employment Opportunity Plan Update	<b>Attachment:</b>  <a href="#">Powerpoint Presentation</a>
<b>Category:</b>  Presentations	<b>Type of Board Consideration:</b> <div style="text-align: center;">   Information                  Consent                  Action </div>
<b>Institutional Goals:</b>  <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> <div style="text-align: center;">   Goal 1                  Goal 2                  Goal 3                  Goal 4 </div>
<b>Recommend:</b>   <hr/> Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources	<b>Approved for Consideration:</b>   <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

**BACKGROUND**

Title 5, Section 53024.2, requires each community college district to annually certify that they have timely reviewed progress and assessed the effectiveness of strategies toward their Equal Employment Opportunity (EEO) goals. This is a requirement for continued receipt of EEO funding.



Human Resources will provide an update on the continued work of the Equal Employment Opportunity Advisory Committee (EEOAC) and progress on the District's 2023-2026 EEO Plan.

**STATUS**

Assistant Superintendent/Vice President of Human Resources Hayley Schwartzkopf will provide an update on the EEO Plan.

**RECOMMENDATION**

Information only.

<b>Subject:</b>  <b>Ratify Recommendations of Superintendent/President in Approving Personnel Actions</b>	<b>Attachment:</b>  <b>None</b>
<b>Category:</b>  <b>Consent Items</b>	<b>Type of Board Consideration:</b>  <div style="display: flex; justify-content: space-around;"> <span>Information</span> <span><input checked="" type="checkbox"/> Consent</span> <span><input type="checkbox"/> Action</span> </div>
<b>Institutional Goals:</b>  <a href="http://mcc.mission_statement.pdf">mcc.mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b>  <div style="display: flex; justify-content: space-around;"> <span>Goal 1</span> <span>Goal 2</span> <span><input checked="" type="checkbox"/> Goal 3</span> <span><input checked="" type="checkbox"/> Goal 4</span> </div>
<b>Recommend:</b>   <hr/> <b>Hayley D. Schwartzkopf, J.D.</b> <b>Assistant Superintendent/Vice President,</b> <b>Human Resources</b>	<b>Approved for Consideration:</b>   <hr/> <b>Sunita V. Cooke, Ph.D.</b> <b>Superintendent/President</b>

**STATUS**

1. Retirement of academic employee Arnoldo Williams, Instructor, Auto Technology, Automotive Technology, position P-00471, effective August 3, 2025.
2. Retirement of the following classified employees:  
  
Eric Daniels, Custodial Maintenance Worker, Custodial, position-00115, effective September 16, 2025.  
  
John Johnson, Custodian, Custodial, position P-00126, effective August 2, 2025.
3. Employment of the following full-time, tenure-track faculty members:  
  
Ignacio Castaneda Garcia, Instructor, Automotive Technology, full-time, tenure-track, 176-contract days, class III, step 9, \$134,050 per year, effective August 8, 2025.  
  
AS – Automotive Technology – Cuyamaca College  
BS – Automotive Technology – Rio Hondo College  
  
Ignacio previously worked as a faculty member for Grossmont-Cuyamaca Community College District.  
  
Jonathan Marquis, Instructor, Art, full-time, tenure-track, 176-contract days, class V, step 4, \$116,488 per year, effective August 8, 2025.  
  
MFA – Art – University of Arizona  
MA – Art History – University of Arizona  
BFA – Fine Arts – University of Montana



Jonathan previously worked as an adjunct instructor for the University of Arizona, Glendale Community College, and Pima Community College.

4. Employment of the following regular classified employees:

Cody Nickens, Lead Building Maintenance Mechanic, Facilities Maintenance, position P-00254, salary range 28, step 2, \$7,827.16 per month, full-time, 40 hours per week, 12 months per year, effective July 28, 2025. Cody was selected through an open recruitment process.

5. Permanent change of assignment for the following classified employees:

Fernanda Capilla-Murillo, Early Childhood Education Instructional Specialist, Child Development Center, position P-00150, will increase from 30 to 40 hours per week, 10 months per year, effective August 1, 2025.

Maria Lopez, Early Childhood Education Instructional Specialist, Child Development Center, position P-00151, will increase from 30 to 40 hours per week, 10 months per year, effective August 1, 2025.

Lisa Press, Early Childhood Education Instructional Specialist, Child Development Center, position P-00152, will increase from 30 to 40 hours per week, 10 months per year, effective August 1, 2025.

Alison Schultz, Early Childhood Education Instructional Specialist, Child Development Center, position P-00154, will increase from 30 to 40 hours per week, 10 months per year, effective August 1, 2025.

Jennifer Streagle, Early Childhood Education Program Specialist, Child Development Center, position P-05829, will increase from 30 to 40 hours per week, 10 months per year, effective August 1, 2025.

Erica Gheorghin, Internship and Employment Technical Specialist, Employment Services, position P-07019, has accepted the position of Student Employment Coordinator, Employment Services, position P-00252, salary range, 26, Step 5, longevity L-1, \$8,540.58 per month, 40 hours per week, 12 months per year, effective July 22, 2025. Erica was selected through an open recruitment process.

6. Temporary reclassification per Section H.5.0, Classified Senate Employee Manual, for the following classified employees:

Farhonda Alizada, Assistive Technology Assistant, Student Accessibility Services, position P-06178, will serve as Interim Access Specialist, Student Accessibility Services, classified salary range 27, step 1, \$7,212.25 per month, full-time, effective July 1, 2025 – June 30, 2026.

Miguel Aparicio, Custodian, position P-00120, will serve as Interim Custodial Maintenance Worker, classified salary range 15, step 5, longevity L-19, \$7,361.58 per month, full-time, effective August 5, 2025 – June 30, 2026.

Yaira Hicks, Testing Services Assistant, Testing Services, position P-06216, will serve as Interim Student Support Advisor, Student Services Welcome Center, classified salary range 22, step 2, \$6,582.03 per month, full-time, effective July 28, 2025 – June 30, 2026.

Jennifer Russell, Administrative Support Assistant I, Health Services, position P-05830, will serve as Interim Health Services Assistant, Health Services, classified salary range 19, step 5, longevity year L-1, \$7,031.33 per month, 10 months per year, effective July 28, 2025 – June 30, 2026.

Ulises Sixto Avendano, Administrative Support Assistant II, CARE Program, position P-10586, will serve as Interim Student Services Specialist, CARE Program, classified salary range 21, step 2, \$6,395.08 per month, full-time, effective July 1, 2025 – June 30, 2026.

Holly Walker, Human Resources Systems Specialist, Human Resources, P-00190, will continue to serve as Interim Human Resources Supervisor, Operations, Human Resources, classified confidential range 35, step 1, \$9,082.58 per month, full-time, effective July 1, 2025 – June 30, 2026.

7. Temporary change of assignment for classified employee Sonia Martinez Sevilla, Admissions and Records Specialist, position P-06175, will continue to increase hours from 16 to 40 hours per week, effective July 1 – September 30, 2025.
8. Employee 07300168, in accordance with Board Policy 7345, requests a waiver to the limitation on how much of their available sick leave can be used for personal necessity leave as the employee will exhaust the personal necessity allowance for the 2025/26 fiscal year. Pursuant to the Classified Senate Employee Manual, classified employees may use up to seven days of earned sick leave per fiscal year for the purpose of personal necessity leave.
9. Employment of the following associate faculty members for the 2025 fall session, payable in accordance with the Collective Bargaining Agreement for Academic Associate Faculty:

Robb	Floco	Athletics and Intramurals
John	Fornbacher	Athletics and Intramurals
Wendy-Lucille	Milo	Athletics and Intramurals
Barclay	Noble	Athletics and Intramurals
Jorge	Rojas	Athletics and Intramurals
Rodrigo	Sarmiento	Athletics and Intramurals
Cameron	Smith	Athletics and Intramurals
Kaitlin	Kroupa	Biological Sciences
Geoffrey	Stephens	Biotechnology
Jessica	Stanfield	Chemistry
Leah	Cooper	English as a Second Language
Gabrielle	Lupola	Ethnic Studies
Rashaan	Souikane	Horticulture
Ivan	Repin	Music
Sean	Reusch	Music
Krystal	Cahill	Noncredit General

Debra  
Angela  
Rossanne

Kelley  
Hardy  
Mandish

Noncredit General  
School of Nursing Health and Wellness  
School of Nursing Health and Wellness

9. Request approval of the following apprentices, short-term employees, substitute employees, and professional experts in accordance with Education Code 88003. Short-term and substitute employees will be employed and paid less than 75 percent of the college year:

Administrative Services							
Last Name	First Name	Job Title	Assignment	Department	Pay Rate	Start Date	End Date
Fedie	Mitchell	Media Services Assistant	Short-term	ITS Technology Support Services	\$26.99/hr	8/22/25	6/30/26
Human Resources							
Last Name	First Name	Job Title	Assignment	Department	Pay Rate	Start Date	End Date
Jamieson	Shanta	Senior Human Resources Technician	Substitute	Human Resources	\$38.14/hr	8/22/25	6/30/26
IDEA							
Last Name	First Name	Job Title	Assignment	Department	Pay Rate	Start Date	End Date
McClinton	Alani	Administrative Assistant to the Dean / Associate Vice President	Substitute	Inclusion, Diversity, Equity and Accessibility	\$38.14/hr	7/18/25	6/30/26
Instructional Services							
Last Name	First Name	Job Title	Assignment	Department	Pay Rate	Start Date	End Date
Sanaei	Parmis	Academic Services Specialist	Short-term	Academic and Career Pathways	\$34.98/hr	8/22/25	6/30/26
Armstrong	Blake	Accompanist I	Professional Expert	Music	\$20.00/hr	8/22/25	5/31/26
Apple	Kris	Accompanist II	Professional Expert	Dance	\$35.00/hr	8/22/25	5/31/26
Cochran	Nancy	Accompanist III	Professional Expert	Music	\$50.00/hr	8/22/25	5/31/26
Munson	Michael	Accompanist III	Professional Expert	Music	\$50.00/hr	8/22/25	5/31/26
Clayton	Daniel	Administrative Support Assistant I	Short-term	Sociology	\$24.73/hr	8/22/25	12/31/25
Herrera	Edgar	Administrative Support Assistant I	Short-term	Sociology	\$24.73/hr	8/22/25	12/31/25
Sanchez	Ricardo	Administrative Support Assistant I	Short-term	Sociology	\$24.73/hr	8/22/25	12/31/25
Jackson	Timothy	Administrative Support Assistant II	Short-term	Sociology	\$30.26/hr	8/22/25	12/31/25
Cornejo Guzman	Marlen	Apprentice I	Apprentice	Child Development Center	\$16.50/hr	8/22/25	5/30/26
Sprague	Shelby	Apprentice I	Apprentice	Child Development Center	\$16.50/hr	8/22/25	5/29/26
Wilches	Katherine	Apprentice I	Apprentice	Child Development Center	\$16.50/hr	8/22/25	5/29/26
Cantu	Eric	Apprentice III	Substitute	STEM Learning Center	\$18.50/hr	7/1/25	7/31/25



Stokes	Jaron	Art Model	Professional Expert	Art	\$30.00/hr	8/22/25	6/30/26
Amer	Janelle	Art Model	Professional Expert	Noncredit, General	\$30.00/hr	9/1/25	6/30/26
Guiltinan	Kevin	Art Model	Professional Expert	Noncredit, General	\$30.00/hr	8/22/25	6/30/26
Clayton	Daniel	Campus Aide III	Substitute	Sociology	\$20.50/hr	7/1/25	7/25/25
Herrera	Edgar	Campus Aide III	Substitute	Sociology	\$20.50/hr	7/1/25	7/25/25
Sanchez	Ricardo	Campus Aide III	Substitute	Sociology	\$20.50/hr	7/1/25	7/25/25
Duschane	Ashley	College for Kids Counselor	Short-term	Community Ed and Workforce Dev	\$18.50/hr	7/16/25	7/31/25
Saul	Nur	Gallery Assistant	Substitute	Art	\$31.16/hr	8/1/25	5/31/26
Lehman	Mariela	Instructional Aide	Substitute	Workforce IOA	\$25.46/hr	8/11/25	12/31/25
Guzman	Adam	Instructional Assistant	Substitute	Automotive Technology	\$30.26/hr	8/1/25	6/30/26
Clemens	Eric	Instructional Assistant	Short-term	Music	\$30.26/hr	8/22/25	6/30/26
Clemens	Eric	Instructional Associate	Short-term	Music	\$39.26/hr	8/22/25	6/30/26
Elliott	Zachary	Production Assistant / Charge Scenic Artist	Substitute	Theatre and Film	\$26.99/hr	8/22/25	5/31/26
Durben	Bonnie	Production Assistant / Properties Designer	Substitute	Theatre and Film	\$25.46/hr	8/22/25	5/31/26
Brace	Jay	Theatre and Production Aide I	Short-term	Theatre and Film	\$16.50/hr	8/22/25	6/30/26
Elliott	Zachary	Theatre and Production Aide I	Short-term	Theatre and Film	\$16.50/hr	8/22/25	6/30/26

#### Student Services

Last Name	First Name	Job Title	Assignment	Department	Pay Rate	Start Date	End Date
Roberts	Cassidy	Administrative Support Assistant II	Substitute	School Relations / Diversity Recruitment	\$30.26/hr	8/4/25	6/30/26
Malicoat	Lauryn	Financial Aid Technician	Substitute	Financial Aid and Scholarships	\$37.06/hr	7/1/25	12/31/25
Gore	Clason	Locker Room Safety Assistant	Short-term	Athletics and Intramurals	\$24.73/hr	8/22/25	12/12/25

## RECOMMENDATION

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

<b>Subject:</b>  <b>Approve Classification of New Positions, Job Descriptions and Salary Range</b>	<b>Attachment:</b>  <b>Job Descriptions:</b> <a href="#">Production Assistant – Charge Scenic Artist</a> <a href="#">Production Assistant – Properties Designer</a> <a href="#">Director of Title IX and Inclusive Practices</a>
<b>Category:</b>  <b>Consent Items</b>	<b>Type of Board Consideration:</b>  <div style="display: flex; justify-content: space-around; align-items: center;"> <span>Information</span> <span style="text-align: center;">✓ Consent</span> <span>Action</span> </div>
<b>Institutional Goals:</b>  <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b>  <div style="display: flex; justify-content: space-around; align-items: center;"> <span>Goal 1</span> <span>Goal 2</span> <span>Goal 3</span> <span style="text-align: center;">✓ Goal 4</span> </div>
<b>Recommend:</b>   <hr/> <b>Hayley D. Schwartzkopf, J.D.</b> <b>Assistant Superintendent/Vice President,</b> <b>Human Resources</b>	<b>Approved for Consideration:</b>   <hr/> <b>Sunita V. Cooke, Ph.D.</b> <b>Superintendent/President</b>

## BACKGROUND

To support the operational and creative needs of the Theatre and Film Department within the Instructional Services Division, two new classified positions have been developed: Production Assistant – Charge Scenic Artist; and Production Assistant – Properties Designer. These roles are essential to the successful execution of theatrical productions. The Properties Designer will be responsible for the design, acquisition, construction, maintenance, and organization of all properties used in productions. The Charge Scenic Artist will focus on scenic painting and visual design, contributing to the preparation and execution of stage environments. Both positions are in the classified service and will enhance the department's capacity to deliver high-quality productions.

The Director of Title IX and Inclusive Practices position has been created to meet the district's ongoing Title IX coordination and compliance needs. For the past two years, the district has contracted with external consultants to fulfill Title IX responsibilities. However, due to frequent turnover and the critical nature of this role, the district has determined that an in-house position is necessary to ensure continuity and compliance. This classified administrator level position will serve as the district's Title IX Coordinator and will be responsible for overseeing compliance with Title IX, Equal Employment Opportunity (EEO), and related federal and state regulations. The Director will provide strategic leadership in fostering a safe, inclusive, and respectful campus culture through proactive education, conflict resolution, and policy enforcement.

Human Resources created job descriptions for the three positions listed above to reflect the duties of each position and determined a salary placement based on internal and external market data.

## **STATUS**

The CRC recommends to the superintendent/president the following classified position new classifications:



- Production Assistant – Charge Scenic Artist at range 12
- Production Assistant – Properties Designer at range 10

The district recommends to the superintendent/president the following classified administrator position new classification:

- Director of Title IX and Inclusive Practices at range CM-15

## **RECOMMENDATION**

Approve classification of new positions, job descriptions, and salary range, as stated above.

<b>Subject:</b>  <b>Approve Theatre and Production Aide Salary Schedule</b>	<b>Attachment:</b>  <b>None</b>
<b>Category:</b>  <b>Consent Items</b>	<b>Type of Board Consideration:</b>  <div style="display: flex; justify-content: space-around;"> <span>Information</span> <span><input checked="" type="checkbox"/> Consent</span> <span>Action</span> </div>
<b>Institutional Goals:</b>  <a href="http://mcc.mission_statement.pdf">mcc.mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b>  <div style="display: flex; justify-content: space-around;"> <span>Goal 1</span> <span>Goal 2</span> <span>Goal 3</span> <span><input checked="" type="checkbox"/> Goal 4</span> </div>
<b>Recommend:</b>   <hr/> <b>Hayley D. Schwartzkopf, J.D.</b> <b>Assistant Superintendent/Vice President,</b> <b>Human Resources</b>	<b>Approved for Consideration:</b>   <hr/> <b>Sunita V. Cooke, Ph.D.</b> <b>Superintendent/President</b>

**BACKGROUND**

Following a review of employee classifications in summer 2025, it was determined there is a need to update the existing Salary Schedule for Theater Aides to align with other hourly classifications, including Apprentices and Student Workers. Additionally, a revision to the classification title of Theatre Aide is proposed. The updated title, Theatre and Production Aide, more accurately reflects the broader scope of responsibilities associated with the position. The salary schedule aligns with the requirements in Education Code Section 88003.



**STATUS**

It is recommended the Board of Trustees approve this newly created Theatre and Production Aide Salary Schedule, effective August 1, 2025:

Theatre and Production Aide I:	\$16.50/hour
Theatre and Production Aide II:	\$18.50/hour
Theatre and Production Aide III:	\$20.50/hour

**RECOMMENDATION**

Approve Theatre and Production Aide salary schedule, as stated above.

<b>Subject:</b>  <b>Approve Hourly Professional Experts Salary Schedule</b>	<b>Attachment:</b>  None
<b>Category:</b>  Consent Items	<b>Type of Board Consideration:</b>  Information <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Action <input type="checkbox"/>
<b>Institutional Goals:</b>  <a href="http://mcc.mission.statement.pdf">mcc.mission.statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b>  Goal 1 <input type="checkbox"/> Goal 2 <input type="checkbox"/> Goal 3 <input type="checkbox"/> Goal 4 <input checked="" type="checkbox"/>
<b>Recommend:</b>   Hayley D. Schwartzkopf, J.D. Assistant Superintendent/Vice President, Human Resources	<b>Approved for Consideration:</b>   Sunita V. Cooke, Ph.D. Superintendent/President

**BACKGROUND**

The Art Department and Music Department have identified the need to engage hourly professional experts to support a range of specialized and project-based assignments. These assignments require unique expertise and skills that are not encompassed within the classified service and align within the definition of a professional expert.

Education Code § 88003 defines a professional expert as a person employed on a temporary basis for a specific project, regardless of length of employment. The work assigned requires specialized knowledge or skills that fall outside of the classified service.

**STATUS**

The following recommendations have been made by Human Resources related to the classification and compensation of the following hourly professional experts for the Music Department:

- The positions identified below are recommended to be classified as professional experts effective August 1, 2025, according to the following schedule based on experience and/or degree attainment. Each position will require an audition or demonstration of requisite music performance ability and versatility to music faculty.

Title	Qualifications	Hourly
Accompanist I	No previous accompanist experience necessary.	\$20
Accompanist II	Minimum of 2 years' experience in professional and/or semi-professional music performance,	\$35



	and a bachelor's degree in music (or equivalent level of experience and competency in the needed music repertoire, as demonstrated through performance).	
Accompanist III	Minimum of 5 years' experience in professional and/or semi-professional music performance, and a graduate degree in music (or equivalent level of experience and competency in the needed music repertoire, as demonstrated through performance).	\$50

The following recommendations have been made by Human Resources related to the classification and compensation of the following hourly professional experts for the Art Department:

- It is recommended that the hourly rate for the Art Model position be increased from \$28 to \$30. This adjustment is intended to ensure the department remains competitive in attracting and retaining skilled professionals, aligning compensation with industry standards and the specialized expertise required for the role.

## **RECOMMENDATION**

Approve hourly Professional Expert Salary Schedule, as stated above.

<b>Subject:</b>  <b>Ratify Memorandum of Understanding 25-07 with the Faculty Assembly (New Faculty Institute)</b>	<b>Attachment:</b>  <b>Memorandum of Understanding 25-07 with the Faculty Assembly</b>
<b>Category:</b>  <b>Consent Items</b>	<b>Type of Board Consideration:</b>  <div style="display: flex; justify-content: space-around;"> <span>Information</span> <span> Consent</span> <span>Action</span> </div>
<b>Institutional Goals:</b>  <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b>  <div style="display: flex; justify-content: space-around;"> <span>Goal 1</span> <span>Goal 2</span> <span>Goal 3</span> <span> Goal 4</span> </div>
<b>Recommend:</b>   <hr style="border: 0; border-top: 1px solid black; margin: 0;"/> <b>Hayley D. Schwartzkopf, J.D.</b> <b>Assistant Superintendent/Vice President,</b> <b>Human Resources</b>	<b>Approved for Consideration:</b>   <hr style="border: 0; border-top: 1px solid black; margin: 0;"/> <b>Sunita V. Cooke, Ph.D.</b> <b>Superintendent/President</b>

## BACKGROUND

The district launched a New Faculty Institute for academic year 2025/26 to allow newly hired full-time faculty to engage in critical knowledge and community-building activities prior to the start of the fall semester. This format also allows new faculty to fully participate in Flex Week activities instead of orientation and onboarding activities. The New Faculty Institute will be led by two full-time faculty selected by mutual agreement between the Faculty Assembly and assistant superintendent/vice president, instructional services. For academic year 2025/26, the two faculty leads are the PDP coordinator and the president-elect of the Academic Senate. By June 30, 2026, the assistant superintendent/vice president, human resources, the assistant superintendent/vice president, instructional services, and the Faculty Assembly will assess the efficacy of the institute and determine the need to extend this agreement.

## STATUS

The district and the MiraCosta Community College District Faculty Assembly have negotiated the terms and conditions of work to be performed and compensation to be paid and agreed to in the attached memorandum of understanding ("MOU").

## RECOMMENDATION

Ratify Memorandum of Understanding 25-07 between MiraCosta Community College District and the MiraCosta Community College District Faculty Assembly, as stated.



MOU Between the  
MiraCosta College District—Faculty Assembly  
New Full-time Faculty Institute  
25-07

---

This MOU clarifies and modifies the compensation and days for the New Faculty Institute Pilot for academic year 2025/26 as specified in D.2.1 of the 2025-2028 collective bargaining agreement. Terms of the MOU are identified below:

1. For 2025/26 academic year, the New Faculty Institute will occur prior to the start of the fall Flex Week. This early start will allow faculty to engage in critical knowledge and community-building while also allowing them time to fully participate in Flex Week activities.
2. The New Faculty Institute will be led by two full-time faculty selected by mutual agreement between the Faculty Assembly and Vice President, Instructional Services. For academic year 2025/26, the two faculty leads are the PDP coordinator and the president-elect of the Academic Senate. The PDP coordinator faculty-lead will receive 25 hours of pay at the non-contractual, non-classroom rate. The president-elect faculty lead will be compensated for 40 hours of work at the non-contractual, non-classroom rate for preparing for and leading the New Faculty Institute. The assistant superintendent/vice president, Instructional Services will designate an instructional dean to help the faculty lead(s) coordinate the Institute. Two, eight (8) hour days of the three-day Institute will be planned by the faculty lead, and one day will be developed by the Office of Human Resources and the Office of Instructional Services.
3. Each new faculty participant will receive a \$1,600 stipend for the three days of the New Faculty Institute.
4. New faculty participants and faculty lead(s) will be compensated upon written confirmation by the VPIS to the Payroll Manager via spreadsheet. The written communication shall be sent by email at the conclusion of the New Faculty Institute.
5. By June 30, 2026, the assistant superintendent/vice president of Human Resources, the assistant superintendent/vice president, Instructional Services and the Faculty Assembly will assess the efficacy of the Institute and determine the need to extend this agreement.

This agreement will become effective upon approval. It shall expire on June 30, 2026.

Sunita V. Cooke, Ph.D.

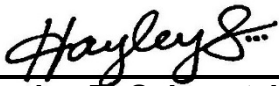

Mary Gross, M.S.

---

Signature  
Superintendent/President  
MiraCosta Community College District

---

Signature  
President  
MCCCD Faculty Assembly

<b>Subject:</b>  <b>Approve Equal Employment Opportunity Annual Certification Form for Academic Year 2024/25</b>	<b>Attachment:</b>  1. <a href="#">EEO Certification Form</a> 2. <a href="#">AY 2024/25 Longitudinal Data Reporting</a>
<b>Category:</b>  <b>Consent Items</b>	<b>Type of Board Consideration:</b> <div style="text-align: center;"> <input checked="" type="checkbox"/> Information     <input checked="" type="checkbox"/> <b>Consent</b>     <input type="checkbox"/> Action </div>
<b>Institutional Goals:</b>  <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> <div style="text-align: center;"> <input checked="" type="checkbox"/> Goal 1     <input type="checkbox"/> Goal 2     <input type="checkbox"/> Goal 3     <input type="checkbox"/> Goal 4 </div>
<b>Recommend:</b>  <hr/> <b>Hayley D. Schwartzkopf, J.D.</b> <b>Assistant Superintendent/Vice President,</b> <b>Human Resources</b>	<b>Approved for Consideration:</b>  <hr/> <b>Sunita V. Cooke, Ph.D.</b> <b>Superintendent/President</b>

## BACKGROUND

In July of 2021, the Board of Governors of the California Community Colleges adopted new Equal Employment Opportunity (EEO) regulations to provide the necessary framework for more robust and accountable EEO programs. As a part of the framework, districts are required to annually report on the progress of their EEO plan to receive EEO funds appropriated by the Legislature. Title 5, Section 53024.2 sets forth the categories of information that must be reported as part of this annual certification.

## STATUS

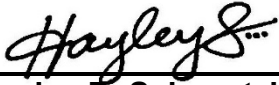

As a condition for the receipt of funds allocated under Education Code Section 87107, the governing board of the community college district must certify annually to the Chancellor's Office that they have timely complied with all of the following:

- Recorded, reviewed, and reported the data required regarding qualified applicant pools and longitudinal data;
- Reviewed and updated, as needed, the Strategies Component of the district's EEO Plan;
- Investigated and appropriately responded to formal harassment or discrimination complaints under Title 5; and
- Expended Equal Employment Opportunity funds in accordance with the purposes set forth in Education Code Section 53030(c).

The district has timely complied with these requirements.

## RECOMMENDATION

Approve the Equal Employment Opportunity Annual Certification Form for Academic Year 2024/25, as stated above.

<b>Subject:</b>  <b>Approve Insurance Renewals 7/1/25–7/1/26 – Workers’ Compensation: Protected Insurance Plan for Schools (PIPS); Property &amp; Liability: Statewide Association of Community Colleges (SWACC)</b>	<b>Attachment:</b>  <b>MiraCosta College Program Structure of Insurance Coverage</b>
<b>Category:</b>  <b>Consent Items</b>	<b>Type of Board Consideration:</b> <div style="text-align: center;"> <span>Information</span> <span style="margin-left: 50px;">✓ Consent</span> <span style="margin-left: 50px;">Action</span> </div>
<b>Institutional Goals:</b>  <a href="http://mcc_mission_statement.pdf(miracosta.edu)">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> <div style="text-align: center;"> <span>Goal 1</span> <span style="margin-left: 20px;">Goal 2</span> <span style="margin-left: 20px;">Goal 3</span> <span style="margin-left: 20px;">✓ Goal 4</span> </div>
<b>Recommend:</b>  <hr/> <b>Hayley D. Schwartzkopf, J.D.</b> <b>Assistant Superintendent/Vice President,</b> <b>Human Resources</b>	<b>Approved for Consideration:</b>  <hr/> <b>Sunita V. Cooke, Ph.D.</b> <b>Superintendent/President</b>

## BACKGROUND

Board Policy 6540 requires that “a schedule of insurance coverage shall be provided annually to the board of trustees for review and comment.”

In the past fiscal year, the Human Resources and Administrative Services divisions explored the district’s workers compensation, property and liability, and excess liability program options. The district will maintain coverage for property and liability within the Statewide Association of Community Colleges Joint Powers Authority (SWACC) and keep its excess liability coverage in the Schools Association for Excess Risk JPA (SAFER).

The district has moved its workers compensation coverage from the San Diego County Joint Powers Authority (SDJPA) to the Protected Insurance Plan for Schools & Colleges (PIPS). The district passed a board resolution in May 2025 authorizing the switch to PIPS. SWACC, SAFER, and PIPS are all managed by the same insurance broker: Keenan & Associates. Keenan manages the programs primarily through transferring risk to reinsurance carriers instead of requiring the district to maintain self-insurance banking layers. This eliminates risk of the district or JPA underfunding its banking layers. Keenan also spreads out the reinsurance risk amongst several insurance carriers in order to maintain the lowest rates and greatest coverage possible.

## STATUS

The attached program structure summarizes the district’s SWACC and SAFER property and liability insurance renewal coverage, as well as the PIPS workers compensation coverage, for

the period of July 1, 2025 to June 30, 2026. This schedule is also included in AP 6540: Insurance as the 2025/26 *Schedule of Insurance*.

The SWACC/SAFER program structure includes coverage for total property (real and personal property, electronic data processing equipment), general, cyber, auto, employment practices liability, crime, equipment breakdown, active assailant, and excess liability. The active assailant coverage is a brand-new coverage Keenan was able to secure as part of its program.

The PIPS program structure includes workers' compensation and employer's liability, including excess workers' compensation coverage.

This year's estimated contribution is \$1,323,610 for workers' compensation and \$742,377 for property and liability and excess liability. By switching the insurance programs to Keenan, during the 2025/26 term alone, the district will save approximately \$100,000 in workers' compensation costs and more than \$500,000 in property and liability costs for the same term. The SWACC, SAFER, and PIPS programs also maintain a more diversified organizational base. They include the majority of community colleges in the state, as opposed to the previous program dominated by K-12 school districts. This results in services tailored to higher-education institutions and is expected to yield more consistent year-on-year rates.

## **RECOMMENDATION**

Approve insurance renewal 7/1/25-7/1/26 and district insurance schedule, as stated above.

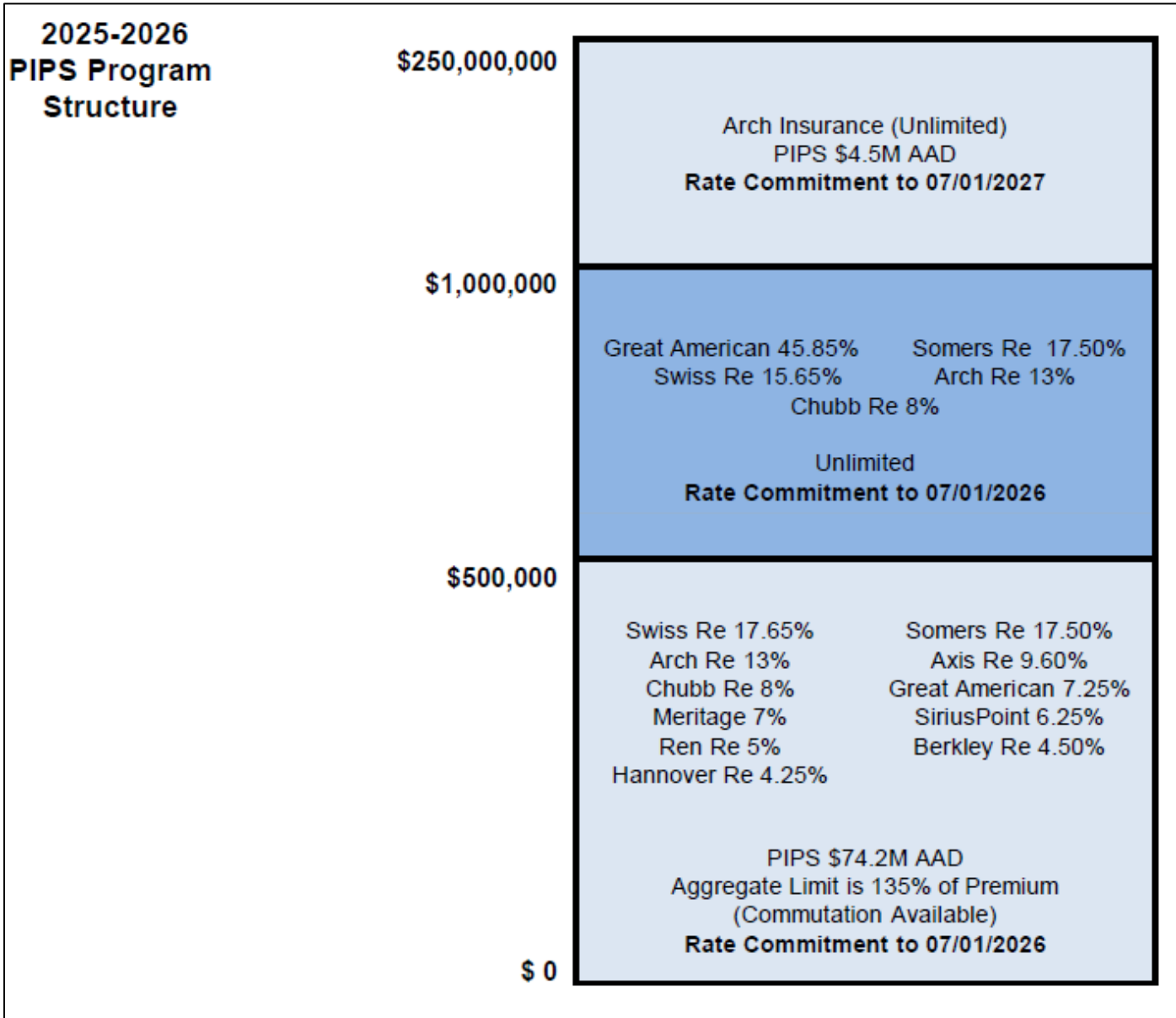
# Attachment: SWACC/SAFER Property, Liability, and Excess Program Structure



## 2025-2026 SWACC Program Structure

PROPERTY	LIABILITY	EQUIPMENT BREAKDOWN	CRIME	CYBER	EDP	ACTIVE ASSAILANT
<b>SAFER</b>  \$250,000,000 xs \$250,250,000	<b>SAFER</b> \$25,000,000 xs \$50,000,000 \$25M AAL	<b>Hartford Steam Boiler</b>  \$100,000,000 xs \$100,000	<b>National Union Fire Insurance of Pittsburgh, PA</b>  \$5,000,000	<b>Berkley</b>  \$12,000,000 AAL (inclusive of \$2M AAD)	<b>Berkley Fire &amp; Marine</b>  \$(LIMIT)	<b>Beazley</b>  \$1,000,000 per Event/ \$3,000,000 AAL
<b>SAFER</b>  \$225,000,000 xs \$25,250,000	<b>SAFER</b> \$25,000,000 xs \$25,000,000 \$25M AAL  <b>SAFER</b> \$15,000,000 xs \$10,000,000 \$50M AAL (inclusive of \$10M AAD)	Subject to the AAD of \$500,000 and \$5,000 deductible after exhausting of AAD		\$4,000,000 First Party Limit		
<b>SAFER</b>  \$25,000,000 xs \$250,000  Subject to a \$7.5M AAD	<b>SAFER</b> \$8,000,000 xs \$2,000,000 \$60M AAL (inclusive of \$30M AAD)  <b>SAFER</b> \$1,000,000 xs \$1,000,000 \$40M AAL (inclusive of \$15M x \$25M Loss Corridors)	<b>SAFER</b>  \$100,000 Less MRL  \$500,000 AAD				
<b>SWACC</b> \$250,000 Less MRL	<b>SWACC</b> \$1,000,000 Less MRL					
\$ Member Retained Limit	\$ Member Retained Limit	\$5,000 Deductible	\$2,500 Deductible	\$100,000 Deductible	\$250 Deductible	\$25,000 Deductible

Attachment: PIPS Workers Compensation Coverage





<b>Subject:</b>  <b>Ratify Student Accident Insurance Renewal 8/1/25-8/1/26</b>	<b>Attachment:</b>  <b>Student Accident Coverage</b>
<b>Category:</b>  <b>Consent Items</b>	<b>Type of Board Consideration:</b>  <div style="display: flex; justify-content: space-around;"> <span>Information</span> <span> Consent</span> <span>Action</span> </div>
<b>Institutional Goals:</b>  <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b>  <div style="display: flex; justify-content: space-around;"> <span>Goal 1</span> <span>Goal 2</span> <span>Goal 3</span> <span> Goal 4</span> </div>
<b>Recommend:</b>   <hr style="border: 0; border-top: 1px solid black; margin: 0;"/> <b>Hayley D. Schwartzkopf, J.D.</b> <b>Assistant Superintendent/Vice President,</b> <b>Human Resources</b>	<b>Approved for Consideration:</b>   <hr style="border: 0; border-top: 1px solid black; margin: 0;"/> <b>Sunita V. Cooke, Ph.D.</b> <b>Superintendent/President</b>

## BACKGROUND

Board Policy 5205: Student Accident Insurance, and Board Policy 6540: Insurance, state that the district shall ensure that students are covered by accident insurance in those instances required by law or contract in accordance with Education Codes 32221 and 72506.

The district's risk management program includes the acquisition of insurance to comply with board policy and the California Education Code. Student accident insurance covers students who are being transported by, or under, the sponsorship or arrangements of the district. Examples include students on a field trip, meeting at another sanctioned place of instruction, or athletic events. It also insures the intercollegiate and club athletes for medical and hospital expenses resulting from accidental bodily injuries. The basic excess insurance is secondary coverage over the student's primary personal insurance or pays primary if students carry no health insurance.

The district has contracted with Bob McCloskey Insurance (BMI) for the prior four fiscal years. The total cost for the period 8/1/23–8/1/24 was \$81,248. BMI's renewal rate for the 25/26 term was \$152,748, resulting in an 88 percent increase. The increase in cost is due to increases in claims cost, increases in the number of sports programs offered, and overall insurance market changes. Risk Management reviewed potential program changes, including the addition of deductibles, with BMI and determined the proposed changes and potential cost to the district were not viable. The size of this increase necessitated the district to explore other insurance options.

Risk Management was able to secure insurance coverage from ABCover. ABCover's program will still necessitate an increase in cost; however, it maintains no deductible, increases the coverages offered, and has a proactive cost-reduction plan. The program also includes increased controls to ensure students utilize their primary insurance and pursue treatment

through their primary plan's network. This ensures the student receives care from a familiar network of providers and decreases the costs to the excess program. ABCover will work directly with the district to provide training for staff and analyze claims patterns to proactively reduce future claims.

Additionally, the ABCover program does not require student censuses for athletics and instead automatically covers all athletic programs. This negates potential cost increases from new athletic programs being offered to students. The ABCover program also has increased coverage for children of enrolled students (e.g. pre-school), for official visitors to the campus (e.g. visiting athletes, referees, speakers, panelists), and increased coverage for these groups while on District travel.

Finally, the program maintains the \$0 deductible while offering the same medical benefits and coverage. The coverage is specifically designed for sports-related injuries including conditions like bursitis, sprains, strains, and repetitive motion injuries, as well as cardiac and pulmonary crisis coverage.

## **STATUS**

ABCover specializes in the required student insurance coverage and has the most competitive premium proposal compared to other insurers. The premium for the coming year, 8/1/2025 - 8/1/2026 is \$125,950. This represents an increase in costs from last year due to an increase in claims and continually challenging insurance market; however, it is the most comprehensive offer at the lowest cost available to the district. The ABCover program also contains performance-based premium credit, in which the district could receive up to a \$10,000 refund if losses are held below benchmarks.

The coverage deductible for the renewal period will remain at \$0 per accident, continuing to save money for our students. The insurance will also continue to match or exceed other insurers' accident, AD&D, and catastrophic limits. ABCover's unique training, sports blanket coverage, and cost-control strategies should result in more favorable student accident insurance premiums going forward.

## **RECOMMENDATION**

Ratify Student Accident Insurance renewal 8/1/25-8/1/26, as stated above.

## Attachment: Accident Coverage

### Plan Designs



This program is designed to stabilize budgets, reduce exposure, and deliver real protection where it matters most. Every component is built with strategy—prioritizing clarity, responsiveness, and long-term cost control over vague coverage and reactive fixes. What follows is a breakdown of the core benefits driving that strategy forward.

Coverage Features	Base	Catastrophic
Injury Medical Expense Benefit, including expanded medical benefits for conditions like bursitis, sprains, strains, hernias, muscle tears, tendonitis, and repetitive motion injuries.	100% of Reasonable and Customary charges up to: <ul style="list-style-type: none"> <li>Groups 1 and 3: \$25,000</li> <li>Group 2: \$50,000</li> </ul>	100% of Reasonable and Customary charges up to \$1 million for all Groups
Rehabilitative Therapy Visitation Maximum	24 visits per calendar year	N/A
Extent of Coverage	Excess	
Shared Deductible per Occurrence	\$0 - \$100 for all Groups	<ul style="list-style-type: none"> <li>Groups 1 and 3: \$25,000</li> <li>Group 2: \$50,000</li> </ul>
Maximum Coverage Duration	2 years after the date of the Eligible Accident	10 years after the date of the Eligible Accident
Loss Eligibility and Treatment Start Requirement	90 days	
Injury Reporting Period to the School	60 days from the date of Injury.	
Accidental Death & Dismemberment	Principal Sum \$10,000	
Medical Expenses associated with Loss of Life in respect of Heart, Circulatory or Pulmonary malfunction within 72 hrs. of a covered, connected activity.	Up to \$15,000 plus up to \$10,000 Funeral Costs	N/A
Performance-Based Premium Credit	Included	N/A

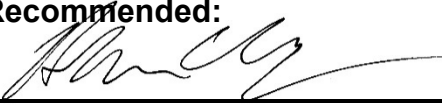
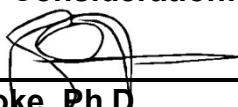
**Group 1:** All student athletes, team trainers, managers, and coaches participating in intercollegiate athletics.

**Group 2:** All enrolled students of the Policyholder; officially invited campus guests (e.g., speakers, researchers, facilitators, or guest prospective athletes); and children of enrolled students who participate in Policyholder-operated childcare programs (e.g., Child Development Center).

**Group 3:** All registered participants in the Policyholder's Community Service and Business Engagement programs.

#### Covered Events for all Groups:

- On-campus premises during scheduled academic hours, including one hour before and after class, while continuously on campus; or during any Policyholder-sponsored and supervised activities or events, including intercollegiate athletics.
- Away from campus, while participating in or attending Policyholder-sponsored and supervised activities or events, including intercollegiate athletics.
- Traveling directly and without interruption between home and campus for scheduled academic attendance or Policyholder-sponsored and supervised activities or events, including intercollegiate athletics.
- Traveling in vehicles owned, leased, or operated by the Policyholder, at any time or for any purpose related to activities.

<b>Subject:</b> Approve Request to Destroy Education Records Marked for Destruction- Admissions and Records Office	<b>Attachment:</b>  None
<b>Category:</b> Consent Items	<b>Type of Board Consideration:</b> Information <input type="checkbox"/> Consent <input checked="" type="checkbox"/> Action <input type="checkbox"/>
<b>Institutional Goals:</b> <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> Goal 1 <input type="checkbox"/> Goal 2 <input type="checkbox"/> Goal 3 <input type="checkbox"/> Goal 4 <input checked="" type="checkbox"/>
<b>Recommended:</b>  Alketa Wojcik, Ed.D. Vice President, Student Services	<b>Approved for Consideration:</b>  Sunita V. Cooke, Ph.D. Superintendent/President

**BACKGROUND**

Education records generated through the Admissions and Records Office are stored in the office and the warehouse until approved for destruction. As required by regulation, the interim Registrar has reviewed the documents recommended for destruction and has certified that they are not in conflict with Title 5 regulations on retention of records. Title 5, §§59027 and 59028, require that a list of records recommended for destruction must be approved for destruction by the board of trustees.

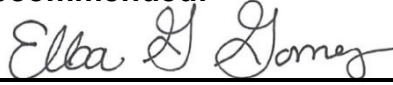
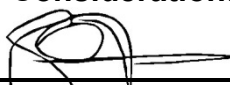
**STATUS**

The following records are ready for destruction. All of the records are designated as Class 3 disposable. Class 3 records may be destroyed after three years. The documents that were originally Class 1 and 2 permanent documents have been scanned.

Document Type	Date	Boxes	Class	Scanned	Expiration
Challenge Forms	2019 - 2020	1	3	Yes	7/1/2024
Concurrent Enrollment Permits	2019 - 2020	2	3	Yes	7/1/2024
Credit Applications	2019 - 2020	5	3 was 1	Yes	7/1/2024
Evaluations - Regular, Military, Nursing, Bio Man	2019 - 2020	3	3	Yes	7/1/2024
Graduation Petitions	2020	1	3	Yes	7/1/2024
Honors Contracts	2015 - 2017	1	3	Yes	7/1/2024
Incoming Official Transcripts	Fall 2018 - Fall 2019	6	3	Yes	7/1/2024
Requisite Review Forms	2019 - 2020	3	3	Yes	7/1/2024

**RECOMMENDATION**

Approve request to destroy education records, as listed above.

<b>Subject:</b>  <b>Adopt Resolution No. 2-25/26, Establish the District Appropriations (Gann) Limit for Fiscal Year 2025/26</b>	<b>Attachment:</b>  <b>1. Resolution No. 2-25/26, Establish the District Appropriations (Gann) Limit for Fiscal Year 2025/26</b> <b>2. Gann Limit Worksheet Fiscal Year 2025/26</b>
<b>Category:</b>  <b>Consent Items</b>	<b>Type of Board Consideration:</b> <div style="display: flex; justify-content: space-around; align-items: center;"> <span>Information</span> <span style="text-align: center;">✓ Consent</span> <span>Action</span> </div>
<b>Institutional Goals:</b>  <a href="http://mcc_mission_statement.pdf(miracosta.edu)">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> <div style="display: flex; justify-content: space-around; align-items: center;"> <span>Goal 1</span> <span>Goal 2</span> <span>Goal 3</span> <span style="text-align: center;">✓ Goal 4</span> </div>
<b>Recommended:</b>  <b>Elba G. Gomez</b> <b>Assistant Superintendent/Vice President,</b> <b>Administrative Services</b>	<b>Approved for Consideration:</b>  <b>Sunita V. Cooke, Ph.D.</b> <b>Superintendent/President</b>

## BACKGROUND

Pursuant to Article XIII-B of the Constitution and Government Code (GC) section 7900, community college districts are required to compute an annual appropriations limit, commonly referred to as the Gann Limit. The Gann limit is the maximum amount of revenue the district can generate from secured and unsecured property tax, state subventions, trailer fees, general apportionments, and interest on tax proceeds as prescribed under the Gann limit legislation. The appropriations subject to limit are the amounts of revenue the district expects to receive during the next fiscal year for the categories of revenues listed above. The Gann Limit is calculated by multiplying the prior-year limit by (1) the statewide factor for per capita personal income changes and (2) the district's percentage change in FTES from the prior year to the current year. The Gann limit computation is completed to ensure the district will not generate more revenue than is allowable under the Gann regulations.

Beginning in 2021/22 and each fiscal year thereafter, if any Community College District's (CCD) Gann Limit exceeds its revenue from taxes (both local revenues and applicable state funding), then the CCD must decrease its limit to equal its proceeds of taxes, which increases the state's Gann Limit by an equal dollar amount. Additionally, law requires a retroactive decrease of local appropriations limit for CCDs whose limit exceeded their proceeds of taxes. If a CCD should find itself over its Gann Limit for any reason, the CCD is required to increase its Gann Limit to an amount equal to its proceeds of taxes, which reduces the state's Gann Limit by an equal dollar amount (see GC § 7902.1).

GC section 7908(c) requires each community college district to report annually to the Chancellor of the California Community Colleges its appropriations limit, appropriations

subject to limit, the amount of state aid apportionments and subventions included within the proceeds of taxes of the district, and amounts excluded from the appropriations subject to limit. This information is to be reported in the Annual Financial and Budget Report, CCFS-311 Gann Appropriations Limit form.

## **STATUS**

The district's FY2025/26 appropriations Gann limit is computed at \$166,807,873, which is higher than the expected revenue. The FY2025/26 Gann appropriations subject to limit is computed to be \$159,940,538. The district's appropriation limit is lower by \$6,867,335.

## **RECOMMENDATION**

Adopt Resolution No. 2-25/26, to increase the district appropriations (Gann) limit for the fiscal year 2025/26, as detailed above in accordance with Government Code sections 7902-7910.

**MIRACOSTA COMMUNITY COLLEGE DISTRICT**

**RESOLUTION NO. 2-25/26**

**ESTABLISH THE DISTRICT APPROPRIATIONS (GANN) LIMIT FOR FISCAL YEAR 2025/26  
AS REQUIRED BY SENATE BILL 1352, CHAPTER 1205 OF 1980**

**WHEREAS**, on Nov. 6, 1979, the People of California passed Proposition 4, a constitutional amendment requiring appropriations limits for state and local government units; and

**WHEREAS**, Senate Bill 1352, Chapter 1205 of 1980, implements Proposition 4, and requires the Board of Trustees to establish by resolution an appropriations limit each fiscal year beginning with 1981/82; and

**WHEREAS**, the documentation used in determining the appropriations limit for fiscal year 2024/25 be developed in accordance with provisions of Senate Bill 1352; and

**WHEREAS**, California Government Code Section 7910 provides that the governing body of each local jurisdiction shall, by resolution, establish its appropriations limit and make other necessary determination for the following fiscal year pursuant to Article XIII B at a regularly scheduled meeting or noticed special meeting; and

**WHEREAS**, the Government Code 7902.1 provides that school districts may increase their Gann Limits under specified circumstances; and

**WHEREAS**, the documentation used in determining the appropriations limit for fiscal year 2025/26 are made in accord with applicable constitutional and statutory law;

**NOW THEREFORE, THE BOARD OF TRUSTEES OF THE MIRACOSTA COMMUNITY COLLEGE DISTRICT DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:** establish a fiscal year 2025/26 appropriations limit of \$166,807,873.

**AND, BE IT FURTHER RESOLVED**, that this board does hereby declare that the appropriations in the budget for the 2025/26 fiscal year does not exceed the limitations imposed by Proposition 4.

**ADOPTED, SIGNED AND APPROVED this 21<sup>st</sup> day of August 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 **2-25/26** which was duly adopted by the Board of Trustees of the MiraCosta Community College District at a meeting thereof held on the 21<sup>st</sup> day of August 2025, and that it was so adopted by the following vote:

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSENT: \_\_\_\_\_  
ABSTENTIONS: \_\_\_\_\_

By \_\_\_\_\_  
Sunita V. Cooke, Ph.D.  
Superintendent/President



California Community Colleges  
Gann Limit Worksheet  
Budget Year 2025-26

DISTRICT: **MIRACOSTA**  
DATE: July 21, 2025

**I. Appropriations Limit:**

<b>A. Appropriations Limit</b>			<b>\$ 153,642,550</b>
B. Price Factor:		<b>1.0644</b>	
C. Population factor:			
1 <b>2023-24</b>	Second Period Actual FTES	9,285.5900	
2 <b>2024-25</b>	Second Period Actual FTES	9,470.8700	
	Population Change Factor	1.0200	
	( C.2. divided by C.1.)		
<b>D. Limit adjusted by inflation and population factors</b>			<b>\$ 166,807,873</b>
(line A multiplied by line B and line C.3.)			
E. Adjustments to increase limit:			
1 Transfers in of financial responsibility			
2 Temporary voter approved increases			
3 Total adjustments - increase			
F. Adjustments to decrease limit:			
1 Transfers out of financial responsibility			
2 Temporary voter approved increases			
3 Total adjustments - decrease			
<b>G. Appropriations Limit</b>			<b>\$ 166,807,873</b>

**II. Appropriations Subject to Limit**


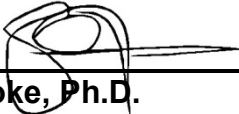
A. State Aid <sup>1</sup>	4,153,298
B. State Subventions <sup>2</sup>	618,000
C. Local Property taxes	155,169,240
D. Estimated excess Debt Service taxes	
E. Estimated Parcel taxes, Square Foot taxes, etc.	
F. Interest on proceeds of taxes	
G. Less: Costs for Unreimbursed Mandates <sup>3</sup>	
<b>H. Appropriations Subject to Limit</b>	<b>\$ 159,940,538</b>

**Please contact Jubilee Smallwood, jsmallwood@cccco.edu, for any instructions regarding the Gann Limit.**

<sup>1</sup> Includes any unrestricted General Fund such as State General Apportionments, Apprenticeship Allowance, Prop 30/55 Education Protection Account tax revenue, Full-Time Faculty, Part-Time Faculty Compensation, Part-Time Health Benefits, or Part-Time Faculty Office Hours. Additional information may be found in the California Community College Compendium of

<sup>2</sup> Home Owners Property Tax Relief, Timber Yield Tax, etc...

<sup>3</sup> Local Appropriations for Unreimbursed State, Court, and Federal Mandates. This may include amounts of district money spent for unreimbursed mandates such as the federally-required Medicare payments and Social Security contributions for hourly, temporary, part-time, and student employees not covered by PERS or STRS.

<b>Subject:</b>  <b>Approve Agreement with West Coast Consulting Group, Inc. for Emergency Preparedness Services</b>	<b>Attachment:</b>  <a href="#"><u>Basic Services Agreement</u></a>
<b>Category:</b>  <b>Consent Item</b>	<b>Type of Board Consideration:</b>  <div style="display: flex; justify-content: space-around; align-items: center;"> <span>Information</span> <span style="text-align: center;">✓ Consent</span> <span>Action</span> </div>
<b>Institutional Goals:</b> <a href="#"><u>mcc_mission_statement.pdf (miracosta.edu)</u></a>	<b>Institutional Goal Supported:</b>  <div style="display: flex; justify-content: space-around; align-items: center;"> <span>Goal 1</span> <span>Goal 2</span> <span>Goal 3</span> <span style="text-align: center;">✓ Goal 4</span> </div>
<b>Recommended:</b>   <b>Elba G. Gomez</b> <b>Assistant Superintendent/Vice President,</b> <b>Administrative Services</b>	<b>Approved for Consideration:</b>   <b>Sunita V. Cooke, Ph.D.</b> <b>Superintendent/President</b>

## BACKGROUND

West Coast Consulting Group, Inc. (WCCG) has served as a key strategic partner in strengthening the district's emergency preparedness framework over the past two years. Through their specialized expertise, WCCG has significantly enhanced the district's operational readiness by delivering targeted training programs and coordinating comprehensive campus-wide emergency exercises. Initially, WCCG conducted tabletop exercises across all district sites, facilitating structured, scenario-based discussions that allowed district personnel to assess and refine existing emergency protocols in a low-risk environment. As the district's emergency preparedness program evolved, the scope of services expanded to include annual full-scale exercises designed to test real-time response capabilities across multiple operational functions.

WCCG's training programs are aligned with established federal, state, and local emergency management standards, including the Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS), and the Incident Command System (ICS). Their team comprises subject matter experts with backgrounds in emergency management, law enforcement, and campus safety within the higher education sector. Given WCCG's consistent record of excellence and its integral role in the district's emergency preparedness initiatives, college police staff recommend formalizing a five-year agreement. This agreement will ensure continuity of services, support long-term strategic planning, and maintain compliance with mandated emergency training requirements for district personnel. Approval of the agreement will underscore the district's continued commitment to safety, preparedness, and institutional resilience.

## STATUS

Pursuant to Government Code Section 53060, community college districts may contract for professional services requiring specialized training, experience, or expertise, including those related to planning and administrative functions, when such services cannot be provided by public agency personnel. WCCG possesses the requisite qualifications and demonstrated capability to support the district's emergency management needs.

The director of purchasing, contracts, and material management collaborated with WCCG to develop a five-year agreement that secures their 2023 pricing, resulting in an estimated cost savings of approximately \$64,000. The scope of services includes:

Full-scale experience/Main with Moulage Services \$32,175 per year	\$160,875
Three (3) tabletop exercises at each campus for a total of \$36,600 per year	\$183,000
5-year Emergency Operations Plan (EOP) maintenance plan	\$12,000
25 hard-copy EOP manuals at \$150/each	\$3,750
<b>Total for 5 years:</b>	<b>\$359,625</b>

These services will be funded through the vice president, administrative services' unrestricted general fund budget allocation.

## RECOMMENDATION

Authorize the assistant superintendent/vice president, administrative services to execute a five-year agreement with West Coast Consulting Group, Inc. for the provision of professional emergency preparedness training and consulting services in an amount not to exceed \$359,625.

<b>Subject:</b>  <b>Ratify and Approve Contracts and Purchase Orders</b>	<b>Attachment:</b>  <b>Contract and Purchase Order Ratification List</b>
<b>Category:</b>  <b>Consent Item</b>	<b>Type of Board Consideration:</b>  <div style="display: flex; justify-content: space-around;"> <span>Information</span> <span> <b>Consent</b></span> <span>Action</span> </div>
<b>Institutional Goals:</b> <a href="http://mcc_mission_statement.pdf(miracosta.edu)"><u>mcc_mission_statement.pdf (miracosta.edu)</u></a>	<b>Institutional Goal Supported:</b>  <div style="display: flex; justify-content: space-around;"> <span>Goal 1</span> <span>Goal 2</span> <span> <b>Goal 3</b></span> <span>Goal 4</span> </div>
<b>Recommended:</b>  <b>Elba G. Gomez</b> <b>Assistant Superintendent/Vice President,</b> <b>Administrative Services</b>	<b>Approved for Consideration:</b>  <b>Sunita V. Cooke, Ph.D.</b> <b>Superintendent/President</b>

**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 = \$114,800.00), 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**  
**June 24, 2025 – July 25, 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.

<b>CUPCCAA POs from \$5,000 – \$200,000</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
25003241	ATI Restoration, LLC	Emergency repair and restoration services for OC 4809 (Fac)	\$42,389.57
25003273	Maurice Gannon	1C Storm Drain Re-Route & 4400 Medium Voltage Switchgear Pad (Fac)	\$24,100.00
25003276	Maurice Gannon	4C Aprons, Bollards & Base (Fac)	\$23,600.00
25003274	Maurice Gannon	CLC Drainage, Rock & Horticulture Class Pad Grading (Fac)	\$21,100.00
25003275	Maurice Gannon	Additional Big Belly Pads (Fac)	\$16,500.00
25003220	Botsford Construction Inc	Reconfigure Office OC 1000 (Fac)	\$10,650.00
25003277	Maurice Gannon	CLC DG Path Conversion (Fac)	\$8,200.00

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.

<b>Emergency Repair Contracts Without Bid</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
25003135	NV5 Inc	Emergency Sinkhole SAN (Fac)	\$35,913.91

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.

<b>POs from \$25,000 - \$114,800</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
25002826	Mod Research Consulting LLC	Consulting (Workforce Dev)	\$90,000.00
25002591	North State Environmental	Services / Repairs (Fac)	\$89,000.00
25002726	Bay Area Bioscience Education Community	Contract Services (BioTech)	\$85,642.00
25002370	SC Commercial, LLC	Blanket (Fac)	\$85,000.00
25002676	Costco Wholesale	Blanket (CARES)	\$80,000.00
25003010	Intesa Communications Group LLC	Contract Services (Career Ed)	\$80,000.00
25002918	United States Postal Service	Postage (Pur)	\$78,000.00
25002544	CWDL, Certified Public Accountants	Audit Services (Fiscal Svcs)	\$77,955.00
25002974	Aztec Landscaping, Inc.	Maintenance agreement (TCI)	\$77,513.76
25002581	Kitchell	Construction Project Management (FAC)	\$75,000.00
25003011	Marissa Harmon	Contract Services (Work Dev)	\$70,000.00
25002352	Liebert Cassidy Whitmore	Legal (AS)	\$60,000.00
25002981	George Brown College	Consulting (Workforce Dev)	\$58,000.00
25002722	ePlus Technology, inc.	Software Renewal (ITS)	\$57,323.94
25002805	Career America, LLC	Software Renewal (ITS)	\$56,375.00
25003195	Atkinson, Andelson, Loya, Ruud & Romo	Contract Services (HR)	\$50,000.00
25002332	Webb Foodservice Design Consultants, Inc.	Consulting (Bus Serv)	\$49,000.00

25003154	Shawna Sourivanh	Contract Services (HR)	\$48,334.50
25002555	CBM Fundraising Services, LLC	Contract Services (Found)	\$46,000.00
25002746	Pathlock, Inc.	Software Renewal (ITS)	\$43,535.00
25002552	Pitney Bowes Inc	Blanket (Pur)	\$43,300.00
25002408	Dovetail Decision Consultants, Inc	Consulting (Bus Serv)	\$42,912.00
25002936	Carolina Biological Supply Co	Supplies (Chem)	\$42,867.00
25002745	CollegeNET Inc	Software Renewal (ITS)	\$41,260.00
25002567	NV5 Inc	Contract Services (Fac)	\$40,000.00
25002742	Convergint Technologies	Maintenance agreement (Fac)	\$38,470.00
25002991	Civitas Learning Inc	Software Renewal (Student Supp)	\$36,740.00
25002346	PlanetBids Inc	Software Renewal (Pur)	\$36,149.94
25002859	James Hayes	Contract Service (Comm Ed)	\$36,000.00
25002432	Kelly Spicers Inc	Blanket (Pur)	\$35,722.50
25002480	PeopleAdmin Inc	Software Renewal (ITS)	\$35,477.60
25002594	Community College League of California	Software Renewal (ITS)	\$34,015.44
25003235	State of California	Contract Services (HR)	\$34,000.00
25002724	Edstar, Inc.	Contract Services (BioTech)	\$32,000.00
25003296	Pablo Hernandez	Contract Services (Nat & Soc Sci)	\$32,000.00
25002433	Konica Minolta Business Solutions	Contract Services (Pur)	\$31,008.68
25002476	Accrediting Commission for Community and Junior Colleges	Membership (RPIE)	\$30,105.00
25002795	Uber Technologies, Inc.	Blanket (CARES)	\$30,000.00
25003194	Liebert Cassidy Whitmore	Contract Services (HR)	\$30,000.00
25003288	Acumen Enterprises Inc	Consulting (Fin Aid)	\$30,000.00
25002542	Futures Platform Oy	Software Renewal (Bus Serv)	\$29,425.00
25002806	ImageSource	Software Renewal (ITS)	\$27,872.86
25002731	County of San Diego	SDVote (Pres)	\$27,517.00
25003290	Cherokee Chemical Inc.	Contract Services (Fac)	\$25,500.00
25002725	Josefina Sette	Contract Services (BioTech)	\$25,478.00
25003074	Max Lux Media LLC	Contract Services (HR)	\$25,000.00
25003075	Seagge Loy Abella	Contract Services (PIO)	\$25,000.00
25003178	PSC Investigations LLC PSC Investigations	Services (Pol)	\$25,000.00
25003225	Atkinson, Andelson, Loya, Ruud & Romo	Legal (Bus Srvs)	\$25,000.00
25003242	Winet Patrick Gayer Creighton & Hanes	Legal (HR)	\$25,000.00

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
25003150	NSWC Mechanical Service LLC	Emergency SAN Sinkhole (Fac)	\$24,344.00
25003151	Community College League of California	Membership (Pres)	\$24,178.00
25002727	RX Research Services Foundation	Contract Services (BioTech)	\$24,105.00
25002582	Cart Mart Inc	Maintenance agreement (Fac)	\$24,031.00
25002747	IBM Corporation	Software Renewal (ITS)	\$23,318.64

25002860	Open Biopharma Training Institute, Inc	Contract Services (BioTech)	\$23,150.00
25002541	Southwest Offset Printing	Printing (Workforce Dev)	\$22,769.98
25002479	Scenario Learning LLC	Software Renewal (ITS)	\$21,951.60
25002732	Hardy Diagnostics	Blanket (Bio)	\$21,650.00
25002336	Valsoft Corp	Software Renewal (Student Supp)	\$21,630.00
25002953	FormAssembly, Inc.	Software Renewal (Instr Serv)	\$21,189.00
25002380	Ken Grody Ford	Blanket (Fac)	\$19,485.00
25002808	Cox Communications Inc	Contract Services (ITS)	\$19,200.00
25002601	Vaughn Irrigation Services Inc	Maintenance agreement (Fac)	\$19,015.00
25003182	Airgas Inc	Blanket (CEWD)	\$18,943.75
25002419	OpenAI, L.L.C.	Electronic Subscription (Career Ed)	\$18,480.00
25002531	CulinArt Group	Blanket (EOPS)	\$18,402.50
25002600	Vaughn Irrigation Services Inc	Maintenance agreement (Fac)	\$18,248.00
25002580	Global Power Group Inc	Maintenance agreement (Fac)	\$18,066.00
25002590	Global Power Group Inc	Maintenance agreement (Fac)	\$18,066.00
25002675	Jacobs & Cushman San Diego Food B	Blanket (CARES)	\$18,000.00
25002723	WestEd	Contract Services (BioTech)	\$17,333.00
25003098	Black Rocket Productions LLC	Contract Services (TCI)	\$17,300.00
25002415	Midwest Library Service	Blanket (LIB)	\$17,000.00
25002379	American Battery Supply	Blanket (Fac)	\$16,237.50
25002733	Flinn Scientific Inc	Blanket (Chem)	\$16,237.50
25003155	Carolina Biological Supply Co	Blanket (Bio)	\$16,237.50
25002917	Department of General Services	Contract Services (HR)	\$16,000.00
25002830	4imprint	Promotional (PIO)	\$15,612.63
25002741	Noble Creative Collective	Contract Services (Career Ed)	\$15,600.00
25002595	Dekra-Lite Industries, Inc.	Contract Services (Fac)	\$15,500.00
25002538	Home Depot	Blanket (Fac)	\$15,155.00
25002364	CENGAGE Learning Inc / Gale	Blanket (LIB)	\$15,000.00
25002551	Aira Tech Corp	Software Renewal (Bus Serv)	\$15,000.00
25002578	Efficient Energy Company	Contract Services (Fac)	\$15,000.00
25003063	Elite Show Services, Inc	Contract Services (Pol)	\$15,000.00
25002362	EBSCO Industries	Blanket (LIB)	\$14,701.25
25002406	Facilities Planning and Consulting	Contract Services (FAC)	\$14,500.00
25002881	McKesson Medical-Surgical Governme	Blanket (Nurs)	\$14,234.88
25002669	Ace Uniforms	Blanket (Police)	\$14,072.50
25002783	WestAir Gases & Equipment Inc.	Blanket (Biotech)	\$14,000.00
25003243	Berney Insurance Agency	Insurance (HR)	\$14,000.00
25002319	Media Highway/PyraMED Health Syste	Contract Services (Health Ser)	\$13,849.07
25002889	Trace3	Software Renewal (ITS)	\$13,745.55
25003212	Digital Pro Inc	Printing (Student Supp)	\$13,565.40
25003278	Evoqua Water Technologies LLC	Contract Services (Fac)	\$13,364.00
25002320	CollegeSource Inc	Contract Services (Student Supp)	\$13,278.00
25002356	EBSCO Industries	Blanket (LIB)	\$13,000.00
25002690	Phoenix Group Information Systems	Services / Repairs (Pol)	\$12,980.00
25003160	Elsevier Inc.	Supplies (Bio)	\$12,878.81
25002619	Parron Hall Office Interiors	Furniture (Pur)	\$12,767.28
25003119	AudienceView Ticketing Corporation	Contract Services (Theatre)	\$12,405.00

25003030	Motimatic PBC	Contract Services (PIO)	\$12,200.00
25002760	Sun Ridge Systems Inc	Software Renewal (Pol)	\$12,118.00
25002333	MGI Advocacy Inc.	Consulting (Bus Serv)	\$12,000.00
25002334	GradLeaders Inc	Software Renewal (Career Ed)	\$12,000.00
25002657	County of San Diego Auditor & Control	Blanket (Pol)	\$12,000.00
25002902	Downs Government Affairs, LLC	Consulting (Pres)	\$12,000.00
25003147	PayScale Inc	Contract Services (HR)	\$11,900.00
25002331	South Orange County Community Coll District	Contract Services (Bus Serv)	\$11,875.00
25002694	Axon Enterprise	Maintenance Agreement (Pol)	\$11,404.90
25003061	County of San Diego RCS	Services (Pol)	\$11,346.00
25003047	Advanced Healthstyles Fitness Equipment, Inc.	Equipment (KINE)	\$11,329.72
25003291	Vaughn Irrigation Services Inc	Contract Services (Fac)	\$11,330.05
25003089	The Ventus Network LLC	License Fees (Bio Tech)	\$11,198.88
25002704	Phi Theta Kappa Honor Society	Blanket (EOPS)	\$11,000.00
25002579	Smash My Trash Southwest California	Maintenance agreement (FAC)	\$10,860.00
25002361	CulinArt Group	Blanket (IS)	\$10,825.00
25002606	McKesson Medical-Surgical Governme	Blanket (Health Serv)	\$10,825.00
25002616	CulinArt Group	Blanket (Std Eqty)	\$10,825.00
25002709	Home Depot	Blanket (Theatre)	\$10,825.00
25002965	Costco Wholesale	Blanket (Std Svcs)	\$10,825.00
25002966	CulinArt Group	Blanket (Std Svcs)	\$10,825.00
25003287	Lynn Medical Instrument Company	Equipment (Nurs)	\$10,571.72
25002487	Follett Higher Education Group, LLC	Blanket (EOPS)	\$10,500.00
25002631	HACU	Membership (Pres)	\$10,377.00
25002901	Parron Hall Office Interiors	Furniture (Pur)	\$10,322.25
25002323	Costco Wholesale	Blanket (CDC)	\$10,165.00
25002330	KNN Public Finance LLC	Contract Services (Bus Serv)	\$10,000.00
25002349	Cauvel & Dacey P.C.	Legal (AS)	\$10,000.00
25002350	Tao Rossini, A Professional Corporatio	Legal (AS)	\$10,000.00
25002353	Sherman SM Wong	Legal (AS)	\$10,000.00
25002458	Home Depot	Blanket (FAC)	\$10,000.00
25002460	Hi-Way Safety Inc	Blanket (FAC)	\$10,000.00
25002464	Simplot Partners	Blanket (FAC)	\$10,000.00
25002598	Facilities Planning and Consulting	Services / Repairs (FAC)	\$10,000.00
25002610	Lizette Rodriguez	Contract Services (Workforce Dev)	\$10,000.00
25002658	Stefanie M Maio	Contract Services (VBOC)	\$10,000.00
25002773	Costco Wholesale	Blanket (CARES)	\$10,000.00
25002828	United States Postal Service	Blanket (Pur)	\$10,000.00
25002885	Christine Wagner	Contract Services (Nurs)	\$10,000.00
25002916	Shaw HR Consulting	Contract Services (HR)	\$10,000.00
25002921	eCaptions	Consulting (DSPS)	\$10,000.00
25002947	OverDrive	eResource subscription (Lib)	\$10,000.00
25003066	Justin Nunez	Contract Services (PIO)	\$10,000.00



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
25002952	Webb Foodservice Design Consultants, Inc.	Consulting (Bus Serv)	\$9,800.00
25002527	Grainger	Blanket (Fac)	\$9,742.50
25002737	Josefina Sette	Contract Services (BioTech)	\$9,311.00
25002397	Batteries Plus	Blanket (Fac)	\$9,000.00
25002438	Boot World	Blanket (Fac)	\$9,000.00
25002575	R & W Holding Co.	Maintenance agreement (Fac)	\$9,000.00
25002757	Automated Regional Justice	Contract Services (Pol)	\$9,000.00
25003124	Economic Modeling, LLC	Software Maintenance (Career Studies)	\$9,000.00
25003138	Seagge Loy Abella	Contract Services (Bio Tech)	\$8,850.00
25002928	GradLeaders Inc	Software Renewal (Career Studies)	\$8,750.00
25002738	Foundation for California Community Colleges	Software Renewal (ITS)	\$8,745.00
25002652	AT & T	Maintenance Agreement (Pol)	\$8,700.00
25002769	Sialia Wear LLC	Supplies (Student Supp)	\$8,605.88
25003014	Qualtrics LLC	Software Lincense (Research Plan)	\$8,599.50
25003072	Dri-Stick Decal Corporation	Supplies (Pol)	\$8,264.44
25002759	San Diego Newspaper Holdings, LLC	Blanket (Pur)	\$8,000.00
25002593	Health Enhancement Systems, Inc.	Contract Services (HR)	\$7,989.26
25002632	Association of Community College Trustees	Membership (Pres)	\$7,745.00
25002627	Freeform Clay and Supply	Blanket (Art)	\$7,577.50
25002618	Concord Theatricals Corp	Supplies (Theatre)	\$7,550.95
25003263	Academic Senate for California Community Colleges	Institutional Membership (Pres)	\$7,506.59
25002824	Waxie	Supplies (Fac)	\$7,502.73
25002845	San Diego County Office of Education	Blanket (PIO)	\$7,500.00
25003064	Denise Tanguay	Contract Services (PIO)	\$7,500.00
25003065	Frank McRock	Contract Services (PIO)	\$7,500.00
25002653	Image Access Inc	Warranty (Lib)	\$7,479.00
25002661	West Coast Sand and Gravel	Supplies (Fac)	\$7,140.17
25002369	Turf Star Inc	Blanket (Fac)	\$7,000.00
25002691	Pacific Parking Systems Inc	Maintenance Agreement (Pol)	\$7,000.00
25002735	Daniel S. Reed	Maintenance agreement (Mus)	\$7,000.00
25002782	Sigma-Aldrich Inc	Blanket (Biotech)	\$7,000.00
25003286	Waxie	Supplies (Fac)	\$6,937.80
25002429	Konica Minolta Business Solutions	Contract Services (Pur)	\$6,903.12
25003292	Stericycle Inc	Contract Services (Fac)	\$6,796.32
25002484	Vengage, Inc.	Software (ITS)	\$6,750.00
25003184	Digi-Key Corp	Equipment (Nat & Soc Sci)	\$6,722.33
25002740	Instructure Inc	Software Renewal (ITS)	\$6,526.40
25002776	CulinArt Group	Blanket (Std Svcs)	\$6,495.00
25003137	CulinArt Group	Blanket (Biotech)	\$6,495.00
25002761	Thermo Solutions Services USA, Inc.	Contract Services (Bio)	\$6,253.00
25003174	Hudson Printing	Bulk Mail (CEWD)	\$6,239.39
25002873	Accu-Prints	Blanket (Nurs)	\$6,100.00
25002421	Quest Diagnostics	Blanket (Health Svcs)	\$6,000.00
25002449	US Bank Card Services	Blanket (Fac)	\$6,000.00

25002469	Safety Kleen Corp	Blanket (Fac)	\$6,000.00
25002564	Blick Art Materials	Blanket (EOPS)	\$6,000.00
25002382	Napa Auto Parts	Blanket (Fac)	\$5,953.75
25002800	Siteimprove Inc	Software Renewal (ITS)	\$5,930.45
25002605	CD Advantage Group	Software Renewal (Student Supp)	\$5,891.00
25002758	City of Carlsbad	Maintenance Agreement (Pol)	\$5,643.00
25002596	Faronics Technologies U S A Inc	Software Renewal (ITS)	\$5,638.50
25002599	San Diego County FBC	Blanket (HR)	\$5,624.16
25002671	Fairlane Cleaners and Laundry Inc.	Blanket (Police)	\$5,500.00
25002846	Name Badges, Inc.	Blanket (PIO)	\$5,500.00
25002597	Atlassian Pty Ltd	Software Renewal (ITS)	\$5,432.38
25002385	Lawnmowers Plus Inc	Blanket (FAC)	\$5,412.50
25002488	CulinArt Group	Blanket (EOPS)	\$5,412.50
25002506	Consolidated Electrical Distributors Inc	Blanket (Fac)	\$5,412.50
25002511	Allied Refrigeration Inc	Blanket (Fac)	\$5,412.50
25002528	Ferguson US Holdings, Inc.	Blanket (Fac)	\$5,412.50
25002640	Home Depot	Blanket (Art)	\$5,412.50
25002641	Blick Art Materials	Blanket (Art)	\$5,412.50
25002678	VWR International LLC	Blanket (Bio)	\$5,412.50
25002707	Costco Wholesale	Blanket (ABE)	\$5,412.50
25002756	COPYMAX Inc	Blanket (Adult Ed)	\$5,412.50
25002796	Follett Higher Education Group, LLC	Blanket (Student Equity)	\$5,412.50
25002810	CulinArt Group	Blanket (Pres)	\$5,412.50
25002785	CulinArt Group	Blanket (Std Eqty)	\$5,412.50
25002786	CulinArt Group	Blanket (Std Eqty)	\$5,412.50
25002870	Rexel USA Inc	Blanket (Fac)	\$5,412.50
25002945	Home Depot	Blanket (Hort)	\$5,412.50
25003044	Flinn Scientific Inc	Blanket (Chem)	\$5,412.50
25003172	Tango Card, Inc.	Supplies (Career Ed)	\$5,412.50
25003167	Costco Wholesale	Blanket (Std Otrch)	\$5,412.50
25003176	Lowe's	Blanket (CEWD)	\$5,412.50
25003252	Costco Wholesale	Blanket (Int Ed)	\$5,412.50
25002920	GED Testing Service LLC	Electronic Subscriptions (Comm Ed)	\$5,330.00
25002958	Fadi George	Contract Services (Workforce Dev)	\$5,300.00
25002577	San Diego Tropicals	Contract Services (Fac)	\$5,280.00
25003247	North State Environmental	Contract Services (Strong Work)	\$5,250.00
25002556	Pitney Bowes Inc	Software Renewal (Pur)	\$5,105.28
25002446	Core & Main LP	Blanket (Fac)	\$5,000.00
25002453	Grainger	Blanket (Fac)	\$5,000.00
25002457	Heritage Landscape Supply Group, Inc.	Blanket (Fac)	\$5,000.00
25002451	Ewing Irrigation Products Inc	Blanket (Fac)	\$5,000.00
25002462	Grangetto's Farm & Garden Supply	Blanket (Fac)	\$5,000.00
25002463	SiteOne Landscape Supply LLC	Blanket (Fac)	\$5,000.00
25002466	Nutrien Ag Solutions	Blanket (Fac)	\$5,000.00
25002503	Super Garden Centers Inc	Blanket (Fac)	\$5,000.00
25002509	AmeriGas	Blanket (Fac)	\$5,000.00
25002571	Senior Tech Connect LLC	Contract Services (Workforce Dev)	\$5,000.00
25002705	Elaine Morente	Contract Services (EOPS)	\$5,000.00
25002939	Bio Rad Laboratories	Blanket (Biotech)	\$5,000.00
25003171	MedCerts, LLC	Contract Services (Workforce Dev)	\$5,000.00
25003196	Rutan & Tucker LLP	Contract Services (HR)	\$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		

<b>Total Contract Expenditures: \$4,477,799.46</b>			
<b>Ratify MCC purchase orders 25002615 through 25003351</b>			

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			
Contract #	Supplier	Description	Amount
25000121_SCON	Truong Thi Thuy	International Student Recruiting - Truong Thuy	\$2,000.00
25000107_SCON	North County Health Project, Inc.	MCC - True Care MOU/FUA	\$0.00
25000108_SCON	Unideft Education Services FZC LLC	MCC - Unideft Multi Year (International Students)	\$0.00
25000124_SCON	Feeding San Diego	Feeding SD CalFresh Assistance - MOU	\$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
25000116_SCON	Doherty Petri San Diego Feis Dance School	River Dance competition - Civic Center	\$4,448.40
25000131_SCON	Pacific Ridge School	Civic Center - Tennis Practices & Matches	\$3,210.00
25000134_SCON	Thrive San Diego Sports	Civic Cener - Thrive SD – Beach Blast Youth Basketball Tournament	\$2,570.00
25000130_SCON	McCann Dance	Civic Center - Ballroom Dancing	\$1,360.00
25000111_SCON	Te Aho Nui Tahitian Dance School	Rehearsals only for the Heiva San Diego Tahitian Dance competition	\$1,232.00
25000133_SCON	North County Transit District	Civic Center - Supervisor Academy Graduation	\$748.00
25000129_SCON	Oceanside Breakers	Civic Center - U.S. Club C License Course	\$715.00
25000135_SCON	Adult Financial Education Services, Inc.	Civic - Retirement Workshop	\$638.00
25000117_SCON	The North County Sports Group	Basketball Practice - Civic Center	\$550.00
25000112_SCON	Shooting Stars Special Needs Group Inc.	Tennis Matches - Civic Center	\$528.00
25000110_SCON	Veterans Employment Committee of San Diego County	Veteran's Job Fair	\$402.82

25000109_SCON	San Diego Workforce Partnership, Inc.	Employment Transition Hiring Event	\$0.00
25000113_SCON	Camp Jaycee	Pick up and Drop off	\$0.00
25000114_SCON	Saint Constantine & Helen Greek Church	Overflow Parking for Cardiff Greek Festival - Civic Center	\$0.00
25000115_SCON	Auhn Ue	Alumnipalooza Vendor	\$0.00
25000128_SCON	North County African American Women's Association	NCAAWA Meetings	\$0.00
25000132_SCON	Empowering Latino Futures	Co-Sponsorship with Outreach - Latino Books Awards	\$0.00

**Capital Improvement Program Contract and Purchase Order Ratification List**  
**June 24, 2025 - July 25, 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 (CUPCAA) per PCC §220000 et seq.

<b>CUPCAA POs from \$5,000 – \$200,000</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
	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.

<b>POs Greater Than \$25,000</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
25003226	Hazard Construction Engr, LCC	San Elijo Campus - Sink Hole at Campus Main Roadway – Emergency Storm Drain and Pavement Repair (SAN)	\$500,000.00
25003228	Class Leasing LLC	04244 - Lease No. 2736- One Year Renewal Extension for 9 Existing Trailer Units for FY 2025 (OCN)	\$267,122.73
25003238	Class Leasing LLC	04244 – T520 Building - One Year Lease – Temporary Faculty Office Trailer (OCN)	\$59,988.00
25002864	Class Leasing LLC	04244 - Lease No. 2736 - One year Renewal Extension for 9 Existing Trailer Units for FY 2026(OCN)	\$38,519.27
25002699	SMS Geotechnical Solutions Inc	04119 – San Elijo Campus - Geotechnical Engineering for Observation, Compaction Testing and Inspection Services for Solar Canopy Installation (SAN)	\$35,700.00
25002863	Division of the State Architect	04213 – Reno Professional Development Building - DSA Plan Check Fee (OCN)	\$30,852.00

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.

<b>POs from \$10,000 - \$24,999</b>			
<b>PO #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
25002862	Botsford Construction, Inc	04237 – 4500 Science Building - Swing Space, Renovation Furnish Electrical and DATA Add On's for New Equipment (OCN)	\$24,950.00
25002647	Division of the State Architect	04215 – Media Arts Building - DSA Plan /Field Review Invoice	\$13,973.14
25003267	Communication Wiring Specialists Inc	04244 – T500s Trailer - Trailer Fiber Installation for ITS. (OCN)	\$13,827.00

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
25002700	Architects Gallegos & Eckle, Inc.	04244 – T570 Trailer - Design Services for Temporary Faculty Office Trailer (OCN)	\$5,250.00
25003266	Aztec Landscaping, Inc.	04237 – 4500 Science Building - Interior Cleaning for 4050 Bldg. (OCN)	\$3,878.00
25003265	Quality Lock & Safe	04244 – Gym Trailer - New Locks for Gym Trailer (OCN)	\$3,722.54
25003227	CDW Government Inc.	04237 – 4500 Science Building – Printer M Microbiology Swing Space (OCN)	\$539.46






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
25002744	Communication Wiring Specialists, Inc	04203 – Student Services Building – Installation of Room Schedulers and Focus Rooms (OCN)	\$1,781.00

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
	No entries this month		

Total Contract Expenditures: \$1,000,103.14			
Ratify purchase orders — 2500: 2647, 2699, 2700, 2744, 2862, 2864, 2863, 3226, 3227, 3228, 3238, 3265, 3266, 3267			

<b>Subject:</b>  Adopt Resolution No. 3-25/26 – Excuse Board Member Absence	<b>Attachment:</b>  Resolution No. 3-25/26 – Excuse Board Member Absence
<b>Category:</b>  Action Items	<b>Type of Board Consideration:</b>  <div style="display: flex; justify-content: space-around;"> <span>Information</span> <span>Consent</span> <span>Action </span> </div>
<b>Institutional Goals:</b> <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> <div style="display: flex; justify-content: space-around;"> <span> Goal 1</span> <span>Goal 2</span> <span> Goal 3</span> <span> Goal 4</span> </div>
	<b>Approved for Consideration:</b> <div style="text-align: center;">   <hr style="width: 100%;"/> </div> <b>Sunita V. Cooke, Ph.D.</b> <b>Superintendent/President</b>

**BACKGROUND**

Board Policy 2725–Board Member Compensation and Education Code section 72024 establish that a board member may be paid for any meeting when absent if the board by resolution excuses the absence for performance of services for the community college district outside the board meeting, illness, jury duty, or a hardship deemed acceptable to the board.

**STATUS**

Trustee Jackie Simon was absent from the board meeting of the MiraCosta Community College District Board of Trustees on July 17, 2025, due to a hardship deemed acceptable to the board.

**RECOMMENDATION**

Adopt Resolution No. 3-25/26, excusing the absence of Trustee Jackie Simon from the board meeting on July 17, 2025.

**MIRACOSTA COMMUNITY COLLEGE DISTRICT  
RESOLUTION NO. 3-25/26**

**EXCUSE BOARD MEMBER ABSENCE**

WHEREAS, Trustee Jackie Simon was absent from a board meeting on July 17, 2025, of the MiraCosta Community College District Board of Trustees, due to a hardship deemed acceptable to the board.

NOW, THEREFORE, BE IT RESOLVED by the MiraCosta Community College District Board of Trustees that the above-noted absence of Trustee Simon is excused and that, in accordance with the applicable provisions of Education Code section 72024, no reduction in monthly compensation will be made for the absence.

PASSED AND ADOPTED by the Board of Trustees of the MiraCosta Community College District of San Diego County, California, this 21<sup>st</sup> day of August 2025, by the following vote, which constitutes a majority of the Board of Trustees:

AYES:

NOES:

ABSTAINING:

ABSENT:

STATE OF CALIFORNIA   )  
                                      )  
SAN DIEGO                    )

I, Sunita V. Cooke, Ph.D., Secretary of the Board of Trustees of the MiraCosta Community College District, do hereby certify that the foregoing is a full, true, and correct copy of the resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

\_\_\_\_\_  
Secretary of the Board of Trustees



<b>Subject:</b>  Board Policy 2305 – Annual Organizational Meeting	<b>Attachment:</b>  Board Policy 2305 – Annual Organizational Meeting
<b>Category:</b>  Board Policies – First Read	<b>Type of Board Consideration:</b> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">   <b>Information</b> </div> <div style="text-align: center;"> <b>Consent</b> </div> <div style="text-align: center;"> <b>Action</b> </div> </div>
<b>Institutional Goals:</b> <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">   <b>Goal 1</b> </div> <div style="text-align: center;">   <b>Goal 2</b> </div> <div style="text-align: center;">   <b>Goal 3</b> </div> <div style="text-align: center;">   <b>Goal 4</b> </div> </div>
	<b>Approved for Consideration:</b>  <hr style="width: 80%; margin: 0 auto;"/> <b>Sunita V. Cooke, Ph.D.</b> <b>Superintendent/President</b>

**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 2305 – Annual Organizational Meeting 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.

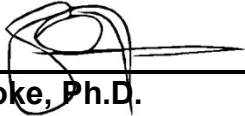
~~The Board will hold an annual organizational meeting at its December Board meeting. In years when Trustees are elected, the annual organizational meeting of the Board will be held within 15 days after the second Friday in December. The annual organizational meeting of the Board of Trustees shall be held as prescribed by the San Diego County Office of Education during the fifteen day (15) period beginning the first Friday in December.~~

The purpose of the annual organizational meeting is to elect a Board president, vice president, secretary, and assistant secretary, and to conduct any other business as required by law or determined by the ~~b~~Board.

MiraCosta Community College District

Page 1 of 1

Effective Date: 7/7/09 ~~xx/xx/xx~~  
Periodic Review: 11/18/15, 9/09/21  
References: Education Code §72000(c)(2)(A)  
CCLC Update: ~~-#46~~, 4/25  
Steering: S/P / N/A

<b>Subject:</b>  Board Policy 3820 – Gifts	<b>Attachment:</b>  Board Policy 3820 – Gifts
<b>Category:</b>  Board Policies – First Read	<b>Type of Board Consideration:</b> <div style="display: flex; justify-content: space-around; align-items: center;"> <span>✓ Information</span> <span>Consent</span> <span>Action</span> </div>
<b>Institutional Goals:</b> <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> <div style="display: flex; justify-content: space-around; align-items: center;"> <span>✓ Goal 1</span> <span>✓ Goal 2</span> <span>✓ Goal 3</span> <span>✓ Goal 4</span> </div>
	<b>Approved for Consideration:</b>  <hr/> <b>Sunita V. Cooke, Ph.D.</b> <b>Superintendent/President</b>

**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 3820 – Gifts 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 board of trustees delegates the authority to the superintendent/president to accept any gifts, donations, bequests, and devices offered to the district, student organizations, or any other affiliate organization of the district that are determined to be of educational value to the district, and to reject any gifts that are not of educational value.

Once a determination has been made to accept a gift, the receipt of such a gift shall be processed through the Institutional Advancement Office of the district and, when legally permitted, will be routed through the MiraCosta College Foundation. Should the foundation cease to exist for any reason, all of the assets of the foundation will inure to the district.

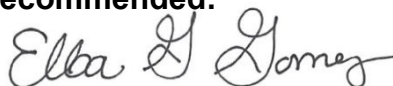

Depositing gifts with the MiraCosta College Foundation shall afford the donor the ability to take an approved charitable deduction to an authorized IRS 501(c)3 organization. Gifts donated directly to the district may also qualify for tax deductions as outlined by the Internal Revenue Service. Only in extremely unusual circumstances, with the approval of the superintendent/president, will gifts be deposited in a district trust account.

The board of trustees reserves the right to refuse to accept any gift in accordance with its policies and procedures that does not contribute toward the goals of the district and/or foundation, or the ownership of which would have the potential to deplete resources of the district or the foundation.

Neither the foundation nor the district shall assume any responsibility for appraising the value of gifts made to the district or the foundation.

Acceptance of a gift shall not be considered endorsement by the foundation or district of a product, enterprise, or entity.

In no event shall the district or the foundation accept a donation from any donor who engages in practices or policies that discriminate against any person on the basis of nationality, religion, age, gender, gender identity, gender expression, race or ethnicity, medical condition, genetic information, ancestry, sexual orientation, marital status, military or veteran status, or physical or mental disability; or when the stated purposes of the donation are to facilitate such discrimination in providing educational opportunity do not align with Board Policy 3410: Nondiscrimination.

<b>Subject:</b>  <b>Report Update of Emergency Declaration and Emergency Actions for Sinkhole at the San Elijo Campus Main Roadway</b>	<b>Attachment:</b>  None
<b>Category:</b>  Information Items	<b>Type of Board Consideration:</b> <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>
<b>Institutional Goals:</b> <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> <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>
<b>Recommended:</b>  <b>Elba G. Gomez</b> Assistant Superintendent/Vice President, Administrative Services	<b>Approved for Consideration:</b>  <b>Sunita V. Cooke, Ph.D.</b> Superintendent/President

**BACKGROUND**

Resolution No. 21-24/25 was approved at the June 26, 2026, board meeting authorizing the superintendent/president to declare an emergency and to take Emergency Actions in accordance with Public Contract Code §22050

In April 2025, a sinkhole developed overnight beneath the main roadway exiting the San Elijo campus onto Manchester Avenue. This incident caused significant disruption by compromising the primary exit route from campus and presented a potential safety hazard for vehicle traffic. In response, two of the three exit lanes were immediately closed, and the district's emergency civil engineering, testing, inspection, and consulting/soils contractor, NV5, was mobilized to assess the situation. NV5 initiated a comprehensive investigation to determine the cause and extent of the sinkhole. The full field investigation was completed on May 15, 2025. NV5 reviewed the collected data and prepared a geotechnical letter report. This report summarized the findings and provided recommendations for repair and mitigation measures, which were completed by Hazard Construction Engineering, LLC.

**STATUS**

The investigation determined that two deteriorated and cracked storm drain lines were the cause of the soil erosion that caused the sinkhole. All repairs have been completed, and the sinkhole has been repaired. The final repair costs were not available at the time of this report, and they will be reported to the board at the September 11, 2025 board meeting.

Vendor/Contractor	Work/Goods/Services Description
NV5	Civil engineering, testing, inspection, and soils consulting
Hazard Construction Engineering, LLC	Construction and repair of sinkhole and broken storm drains

**RECOMMENDATION**

Updated report for information only.

## BACKGROUND

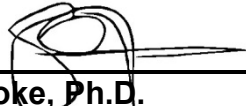
In April 2025, the Oceanside campus experienced a water leak in Building 4800, Room 4809, which disrupted the water supply and resulted in severe mold damage to the classroom, particularly on one of the walls. ATI Restoration was contracted to repair the leak, clean up the water damage, perform demolition of the classroom's plaster wall to mitigate the water and mold issues and reconstruct two new walls.

## STATUS

Pursuant to the authority delegated by the board under Resolution No. 6-23/24 and in accordance with Public Contract Code §22050 (CUPCCAA), district staff took immediate action to address the following emergency: water leak in Oceanside campus Building 4800. ATI performed and completed the Phase 1 investigation and remediation of the water leak in May 2025. The Phase 2 construction of a new wall was performed in June 2025. The project cost for Phase 1 was \$28,211.43 and Phase 2 was \$14,178.14, for a total project cost of \$42,389.57.

## RECOMMENDATION

62

<b>Subject:</b>  2025/26 Board Goals	<b>Attachment:</b>  None
<b>Category:</b>  Information	<b>Type of Board Consideration:</b> <div style="display: flex; justify-content: space-around; align-items: center;"> <span>✓ Information</span> <span>Consent</span> <span>Action</span> </div>
<b>Institutional Goals:</b> <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> <div style="display: flex; justify-content: space-around; align-items: center;"> <span>✓ Goal 1</span> <span>✓ Goal 2</span> <span>✓ Goal 3</span> <span>✓ Goal 4</span> </div>
	<b>Approved for Consideration:</b> <div style="text-align: center;">   <hr style="width: 100%;"/> <b>Sunita V. Cooke, Ph.D.</b>  <b>Superintendent/President</b> </div>

**BACKGROUND**

Board Policy 2745 establishes that the Board of Trustees will undergo an annual self-evaluation.

**STATUS**

As part of its annual evaluation process during the May 8, 2025, board workshop, the board discussed goals for 2025/26, as listed below:

**Student Success/Guided Pathways/Equity**

Regularly monitor progress of Student Success through the lenses of diversity, equity, and inclusion. Maximize the first-year success rate of students by:

- a) reviewing disaggregated Guided Pathways metrics twice per year, and
- b) providing the resources needed to improve first-year success.

**Futures Planning and Enhanced Culture**

Drive long-term planning capacity and financial viability using a Futures lens. Identify Futures signals that will anticipate student and community needs while supporting an inclusive and collegial environment that values a culture of professional learning.

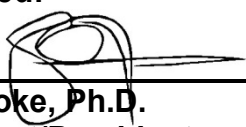
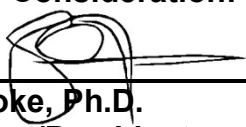
**Engage the Community**

Enhance the visibility of the district as a community asset featuring its accomplishments and value through systematic engagement in the communities we serve.

**RECOMMENDATION**

For information only.



<b>Subject:</b>  Office of the President Update	<b>Attachment:</b>  None
<b>Category:</b>  College-Related Reports	<b>Type of Board Consideration:</b> <div>✓ Information                  Consent                  Action</div>
<b>Institutional Goals:</b>  <a href="#">mcc_mission_statement.pdf (miracosta.edu)</a>	<b>Institutional Goal Supported:</b> <div>Goal 1                  Goal 2                  ✓ Goal 3                  ✓ Goal 4</div>
<b>Recommended:</b> <div></div> Sunita V. Cooke, Ph.D. Superintendent/President	<b>Approved for Consideration:</b> <div></div> Sunita V. Cooke, Ph.D. Superintendent/President

**Inclusion, Diversity, Equity, and Accessibility (IDEA)**

On April 22, MiraCosta welcomed Dr. Ruha Benjamin, author of our 2024/25 campus-wide book read, *Viral Justice*, for a campus visit. The event included a welcome reception hosted by the Black Alliance, followed by a keynote address and a Q&A session moderated by members of the yearlong book club. The IDEA Advisory has selected *Dear America* as the official campus-wide book read for the 2025/26 academic year. The book will be distributed to attendees at All College Day and will continue to be shared throughout the year, paired with opportunities for dialogue and engagement. Starting in fall 2025, the IDEA Advisory will serve as a centralized coordinating hub for several key advisory and support committees (the Bias Education Support Team, the Accessibility Workgroup, the Equal Employment Opportunity Advisory Committee, the Student Conduct and Police Advisory Committee, the Diversity Equity and Cultural Competency Committee, and the Student Success, Equity, and Guided Pathways Advisory).

MiraCosta College has completed its initial assessment through the California Community Colleges Accessibility Center as part of the second cohort of the Accessibility Capability Maturity Model (ACMM). The assessment process involved a full day of training and evaluation with participation from administrators, staff, and faculty across the district. MiraCosta received one of the highest organizational maturity scores among both cohorts, comprising a total of 38 colleges. Drawing on analysis conducted by Access Specialist Aaron Holmes, the accessibility workgroup will use the assessment results to focus on four critical priority areas: balancing compliance requirements with equity-minded best practices; establishing formalized processes and procedures; expanding professional development and training opportunities; and enhancing tools and resources to ensure inclusive access for all.

The Culturally Responsive Practices and Pedagogy (CRPP) grant formally concluded in July 2025. Over the course of this two-year initiative, 134 faculty members participated in listening sessions and professional dialogues focused on advancing racial equity in the classroom. Additionally, more than 100 faculty members completed intensive training through either the USC Equity-Minded Teaching Institute or the ESCALA STEM-X program. In collaboration with



the Teaching and Learning Center, the Office of IDEA launched a series of “Pedagogy Share, Lunch & Learn” events, creating a dedicated space for faculty to collaboratively exchange culturally responsive teaching interventions. Student Think Tanks, facilitated by Associate Faculty Shawntae Mitchum and Kat Soto-Gomez, provided students with a platform to share their classroom experiences. Feedback gathered from these sessions will inform the development of a CRPP website and departmental toolkit, designed to align culturally responsive practices and classroom strategies with student-voiced needs and identified areas of impact. CRPP grant leads Xuchi Naungayan Eggleton, Shawntae Mitchum, Kat Soto-Gomez, and Wendy Stewart will present these insights and practices at the Cultural Competency Conference during flex week.

Chief IDEA Officer Wendy Stewart developed and facilitated multiple “*Understanding Bias & Microaggressions*” training sessions throughout the year, which were attended by faculty, classified professionals, and student leaders. Over 200 employees participated in professional development opportunities coordinated by the Office of IDEA and the Bias Education Support Team. These opportunities included a “*Dialogue in Divisive Times*” workshop series facilitated by the National Conflict Resolution Center, as well as the completion of the “*Culture, Communication, and Conflict*” certificate by college administrators.

At the 2025 NCORE Conference, Chief IDEA Officer Wendy Stewart, Vice President of Instructional Services Denee Pescarmona, and Vice President of Student Services Alketa Wojcik delivered a session titled “*Utilizing Futures Thinking as a Tool to Strategically Plan for Scenarios with Anti-DEI Legislation.*” The presentation highlighted MiraCosta’s application of strategic foresight frameworks to anticipate and prepare for a range of potential futures—growth, constraint, collapse, and transformation. In fall 2025, Cyndi Darlington will lead the sixth semester of *Developing a Futures Mindset*, a course open to all employees. Kristina Londy, Director of Student Success and Equity, recently completed the Institute for the Future’s Foresight Essentials training in Palo Alto. She will join the planning team for Signal Spotters and contribute to the integration of strategic foresight within the Social Justice and Equity Centers. Additionally, Chief IDEA Officer Wendy Stewart was invited to speak to more than 60 participants at Frederick Community College in Maryland, where she shared MiraCosta’s approach to embedding futures thinking into equity-centered strategic planning.

Chief IDEA Officer Wendy Stewart was selected to participate in the inaugural 2025/26 cohort of the California Community College Inclusive Excellence Leadership Institute.

#### Student Equity/Academic Success and Equity (ASE) Programs

During the spring semester, the department hosted an IDEA Convening focused on MiraCosta’s Student Equity Plan and related data, with an emphasis on joy, innovation, and community voice. The event brought together approximately 50 faculty, staff, and students and included futures thinking activities designed to support long-term visioning for equity programs and strategies to close persistent equity gaps. A follow-up convening is planned for the fall semester to share the updated Student Equity Plan and create space for the co-creation of new, community-informed solutions.

Over the summer, high school students engaged in college-level coursework through both the GEAR UP for College Summer Program and the Umoja Summer Bridge Program, each running for four weeks. Eighty students participated in GEAR UP for College, completing a 3-unit course in COMM 101, COMM 215, FILM 101, or SOC 101. The program piloted a new Pair Up Program, which encouraged students from local Oceanside Unified School District (OUSD) high schools to enroll with a friend to help boost participation. Survey results indicated that 94.4 percent of students agreed or strongly agreed that they felt a sense of belonging, with many

also reporting the formation of meaningful connections and friendships through the college's programs and services.

The Umoja Summer Bridge Program served 19 students, all of whom enrolled in SOC 207: Race and Ethnic Relations. Participants also attended midday workshops, received structured academic support, and engaged in co-curricular activities centered on wellness, financial literacy, identity exploration, and community responsibility. Grounded in the legacy of the Student Nonviolent Coordinating Committee (SNCC) Freedom Schools, the program achieved an 89.5 percent course completion rate. Students reported increased confidence and a stronger sense of belonging, with several continuing their academic journey at MiraCosta as part of the Umoja program in the fall.

The academic year concluded with a series of end-of-year recognition and celebration events honoring student success and the completion of key milestones, including academic achievement, certificate or degree completion, university transfer, and sustained engagement in student support programs. Events included:

- *Celebración de Excelencia*, honoring 78 students with 266 guests in attendance
- *Rite of Passage*, recognizing 23 students with 75 attendees
- *RAFFY* recognition ceremony
- *Mana Fa'au'uga*, celebrating MiraCosta students and scholars from local K–12 schools
- *Transitions Scholars* end-of-year celebration
- *Puente Program* celebration
- *UPRISE Monarch* celebration
- *SPHERE Program* Lavender Celebration

These events were made possible through broad cross-departmental collaboration, with leadership and coordination provided by Student Equity and ASE staff and faculty. MiraCosta also partnered with the North County San Diego NAACP to co-sponsor the annual high school graduation event held on May 4, celebrating over 30 graduating seniors and supporting their transition to college, including pathways to enroll at MiraCosta.

In celebration of Pride Month, the SPHERE Program, Rainbow Collective, and GSA hosted MiraCosta's third annual Pride Flag Raising at the Oceanside, San Elijo, and Community Learning Center campuses. With generous support from the MiraCosta College Foundation, the event raised \$1,760 for the GSA Club through a successful t-shirt fundraiser. The celebrations featured speakers who spoke to the importance of visibility and inclusion, culminating in the presentation of an official recognition from Deputy Mayor Eric Joyce at the Community Learning Center event. These gatherings promoted affirmation, belonging, and solidarity for LGBTQ+ students and allies across the district.

The 2025 Juneteenth Celebration, themed "Liberation Through Legacy: Honoring Our Past, Celebrating Our Power," engaged 51 participants on June 18. The event featured interactive sessions led by artists Remy Oropeza and JD Banks. Seventeen Umoja students earned volunteer credits through service projects in partnership with local organizations, including the North San Diego County NAACP, TrueCare, and Black Infant Health.

The Academic Success and Equity (ASE) programs recently welcomed two full-time, permanent coordinators to support ASE initiatives and lead cross-cultural programming efforts aimed at fostering collaborative learning and community building among MiraCosta's diverse student cohorts. These hires come as ASE prepares for the 2026 opening of the new Social Justice and Equity Centers, where the programs will be housed to centralize academic and student services for disproportionately impacted students.

In the upcoming academic year, ASE will collaborate with the Academic and Career Pathways Student Success Teams to implement a case management model. This approach will support a holistic assessment of student needs and facilitate coordinated support across departments. Over the summer, ASE programs are focused on student recruitment and onboarding for the 2025/26 academic year, including enrollment in *Counseling 100* and *English 100* courses offered to program participants.

- The Transitions Scholars Program continued to provide targeted support for system-impacted students through a variety of activities. These included monthly breakfast club gatherings that fostered peer connection, resource sharing, and community building, as well as weekly check-ins with trained peer mentors. The Rising Scholars grant has been renewed for an additional three years, ensuring continued support for these efforts.
- The Puente Program served 44 students across two cohorts during the past academic year, offering culturally responsive programming and intensive academic support. The mentorship component culminated in a bowling mixer that celebrated and strengthened relationships between student mentees and their mentors. The leadership team also participated in the Summer Learning Institute and the Ethnic Studies Symposium. Enrollment for both cohorts for the 2025/26 academic year has reached 96 percent capacity, reflecting the program's strong reputation and the continued demand for culturally sustaining educational support.
- The UPRISE (Undocumented People Rise in Solidarity and Empowerment) Program facilitated Know Your Rights workshops for both students and community members, with a focus on constitutional protections and protocols for engaging with immigration authorities. The session on April 10 featured legal service providers from Higher Education Legal Services (HELS). In addition, the program delivered a bilingual presentation at Rancho Buena Vista High School for prospective students. UPRISE continues its collaboration with coordinators from CSUSM and Palomar College on the NCHEA grant, supporting a high school student conference. The program also continues to process emergency grants for student participants and offers UndocuAlly trainings and related programming.
- Umoja program leadership attended the 2025 Umoja Summer Learning Institute in June. This year's theme, "Voices of the Future: Elevating Students," provided practitioners with enhanced strategies to support student development and leadership as future change agents.

### **Office of Institutional Advancement (IA)**

The Office of Advancement's purpose is to engage the community to enhance the value and impact of MiraCosta College. The team includes the Public Information Office (PIO) and the Development/Foundation Office; combined, the team supports MiraCosta College Alumni.

### **End-of-Year Celebrations and Event Coverage**

The Office of Advancement played a central role in capturing and supporting the energy, celebration, and community spirit of MiraCosta College's end-of-academic-year events. These efforts were instrumental in highlighting student success, fostering institutional pride, and documenting key milestones that define the MiraCosta College experience.

During this period, the team coordinated and executed at least 25 distinct photo sessions across a wide range of student-centered events.

The resulting photography and content were strategically shared across the college's digital platforms, including:

- Social media channels
- Email newsletters
- Donor and alumni communications
- Print collateral
- Internal and external storytelling efforts

These visuals have helped bring the MiraCosta College mission to life for a wide range of audiences, from prospective students and families to alumni, donors, and community partners, demonstrating the advancement team's commitment to both operational excellence and brand stewardship.

## Student and Campus Support

The Office of Advancement, with leadership from the MiraCosta College Foundation Board, supported:

- **Scholarships and Direct Student Support:**
  - In Fiscal Year 2024/25, 808 students received \$826,507 in scholarships - a significant increase of 64% over the previous year due to increased outreach to students and an increase in philanthropy to support student scholarships.
  - In addition to scholarships, students received \$609,750 in support through emergency grants, gift cards, food vouchers, etc.
- **Matching Gift Endowment Year Two Success:** Led by the MiraCosta College Foundation Board of Directors, a total of \$61,506 has been contributed to the Federal Title V Endowment and matched 100%, increasing the foundation's endowment by a total of \$123,012, which will grow into perpetuity.
- **Campus Support:** The Foundation provided a total of \$561,573 in support for campus programs, including funding for events (i.e. Athletics Hall of Fame, Latinx on the Lawn, Pride Flag Raising), supplies (i.e. athletic uniforms, nursing scrubs, graduation regalia, College for Kids), and conference registration and expenses for students and staff.
- **Major Gift Highlights:**
  - \$150,000 was gifted to support MiraCosta College's Nursing Program through the development of a Licensed Vocational Nursing to Registered Nurse apprenticeship program.
  - \$100,000 was granted from San Diego Foundation to expand and deepen the Small Business Development Center's existing entrepreneurship programs to focus specifically on Latina/o entrepreneurs.
  - An additional \$101,000 estate gift was received in support of an endowment for the arts at MiraCosta College. The foundation is honored to accept this legacy gift totaling \$161,000.

## Alumni Engagement

Over the past year, MiraCosta College has made notable progress in strengthening alumni engagement through key events and strategic initiatives led by the Office of Advancement.

Held on May 1, 2025, the second annual Alumni Day of Giving centered around the theme *"Your Legacy, Their Future."* The campaign reached nearly 4,000 alumni through coordinated email and text outreach, a robust social media presence, and original multimedia content including custom graphics, videos, and alumni testimonials. ([Social media video](#))

## Alumnipalooza

In alignment with the college's three-year alumni growth plan, the Office of Advancement hosted *Alumnipalooza* on June 7, 2025, at the Oceanside Campus. This signature alumni reunion event drew more than 105 attendees and offered opportunities for alumni to reconnect, network,

and celebrate shared MiraCosta College experiences. The event featured food, live music, family-friendly activities, giveaways, and showcased alumni-owned businesses and success stories. A coordinated marketing campaign and a comprehensive digital toolkit supported the event's planning and execution, with post-event communications helping to sustain momentum and deepen engagement. [Watch the video recap.](#)

### **Ongoing Engagement Efforts**

In addition to these flagship events, the Office of Advancement launched a new alumni engagement survey, developed an alumni branding guide, and expanded outreach through published success stories, donor spotlights, and regular communication via newsletters and social media. All efforts are aligned with the college's three-year alumni growth strategy, focused on increasing alumni participation, growing the alumni association, and expanding donor support. Strategic planning and documentation, including time tracking and outcomes reporting, continue to guide the advancement team's work and ensure long-term success.

Several alumni have been featured in communications materials:

[Thomas Munger](#)  
[Guadalupe Martinez](#)  
[Alexa Betancourt](#)

### **MiraCosta College in the Media**

From March through July 2025, MiraCosta College appeared in more than 346 media mentions across regional print, online, television, and radio outlets. This coverage reflects a strategic shift in the college's media relations approach, moving away from standard press releases toward intentional, story-driven engagement with journalists and newsrooms. The focus has been on amplifying student impact, workforce relevance, and community connection.

This targeted outreach has resulted in high-quality coverage across reputable local and regional platforms, highlighting institutional priorities, faculty excellence, and innovative programs. Notable coverage includes:

- "MiraCosta College receives \$1.2 million grant to address nursing shortage"  
*Times of San Diego* [Read the story](#)
- "MiraCosta's 'Roots of Justice' gives hope for formerly incarcerated and system-impacted students"  
*CBS 8 News San Diego* [Watch the story](#)
- "Oceanside Unified, MiraCosta partner to offer biomanufacturing degree"  
*The Coast News* [Read the story](#)
- "Spacious \$21M project completed at MiraCosta College"  
*FOX 5 San Diego* [Watch the story](#)
- "MiraCosta math professor honored for leadership and innovation"  
*North Coast Current* [Read the story](#)

These placements reflect not only strong storytelling but also MiraCosta College's growing role as a thought leader in the region. Continued collaboration with journalists and curated story development will remain central to the college's media engagement strategy.

For all the district news, please visit [miracosta.edu/news](https://miracosta.edu/news)

### **Electronic E-Newsletters:**

- MiraCostan: Weekly communication to employees (approximately 2,500 recipients with an average 63% open rate)
- MiraCosta Spotlight: Monthly communication to internal audiences and the greater community (approximately 60,000 recipients with an average 24% open rate)
- MiraCosta College Board of Trustees Meeting Recap: Monthly communication to internal audiences (approximately 2,500 recipients with an average **95% open rate**)

#### **Notable Videos:**

[Health Sciences Academic and Career Pathways Video](#)

[Athletic Hall of Fame 2025 recap](#)

[Human Resources' Recruitment Video](#)

[Spaces Video](#)

For all district videos, please visit: [youtube.com/@miracostacollege/featured](https://youtube.com/@miracostacollege/featured)

#### **Office of Research, Planning, and Institutional Effectiveness (RPIE)**

Over the past few months, RPIE has kept busy supporting the many initiatives across the district. In the career education area, the team completed the following: Updated Title V STEM SLO dashboard; created disaggregated final course grade dashboard for CRPP ESCALA training; created and evaluated feedback surveys for Work-Based Learning as part of the REACH project; reported data for emerging and high wage/high demand occupation in the Social and Behavioral Sciences ACP; created pre-post surveys for SALSA CHEM/BTEC program assessment; developed and analyzed survey for feedback on innovative AI-based evaluation tool for Strong Workforce and Perkins grant committees. In addition, we analyzed and reported on outcomes of the first two Faculty Institute cohorts, highlighting potential upside to equity-based teaching practices.

RPIE has also been busy supporting the work of the noncredit areas of the college. The team supported logistics related to the WASC accreditation visiting team for the Adult High School (AHS) in May. We are finishing up analyses and a dashboard for another noncredit student scheduling survey that was conducted last spring semester. RPIE also provided data support for the AHS Embedded Counseling initiative, program review for noncredit programs, identification of noncredit certificate-eligible students, and the first AHS alumni event last May.

In support of the Chancellor's Office Vision Aligned Reporting (VAR) project, the team has been leading the implementation of new data gathering processes for ten MCC programs: CCAP, EOP/CARE, CalWORKS, MESA, SAS, Strong Workforce Program, Student Equity, Transfer Center, and Veterans Services. In collaboration with ITS, a new data collection form was developed and implemented this past week to facilitate VAR and SSSP MIS data reporting. RPIE created a training manual and video to assist college practitioners adapt to the new tool.

RPIE supports many districtwide reports and processes, including the following projects: presenting Guided Pathways outcomes data to the ACP Support Teams; creating a new Guided Pathways dashboard that tracks outcomes returning/transferring in students; working with PIO and Instruction on marketing information; providing data support for PIO's annual report and the annual Budget report; writing a report on the outcomes of students receiving financial support from the MCC Foundation; and providing data support for cafeteria budget negotiations. In addition, a couple of team members attended the Enrollment Management Academy during the summer which led to the creation of new dashboards and reports to support enrollment

management activities. The team also administered the Study Abroad Survey and completed analyses to inform program improvement. Lastly, in support of improving the Program Review process and configuring the new platform for Program Review, we are redesigning the instructional versions of the program review dashboards.

RPIE develops and manages the MiraCosta College Datawarehouse. This important resource takes consistent monitoring, maintenance, and development. Since March, we have completed the following: integrated TargetX Service Utilization, Degree Works Ed Plans, Tableau usage data, and additional Canvas student data into the data warehouse; updated the SURF MIS schema in accordance with Chancellor's Office requirements and maintained CCCCO MIS outputs locally; refined the AllStudents data models by incorporating additional ethnic categories and cohort rubrics, with a focus on equity, student experience, and outcomes; and added new databases, maintaining daily backups, performing monthly test restores to verify integrity, and conducting weekly database integrity checks.

To keep our data visualization skills sharp, many of the team members attended the 2025 Tableau Conference in San Diego. As leaders in the field, two analysts also co-led meetings of the California Community Colleges Tableau User Group. We've even had our (in)famous "Spaghetti" chart approved for a feature in the upcoming book, "Dashboards that Deliver"!