



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

REGULAR MEETING
4 P.M. – THURSDAY – OCTOBER 17, 2024
BUILDING 1100 CONFERENCE ROOM – SAN ELIJO CAMPUS
3333 MANCHESTER – CARDIFF, CA

AGENDA

I. CALL TO ORDER AND REPORT OUT FROM CLOSED SESSION

II. FLAG SALUTE / ROLL CALL

III. APPROVE MEETING MINUTES

- A. Learning Commons Tour of September 5, 2024
- B. Special Meeting/Closed Session of September 5, 2024
- C. Workshop of September 5, 2024
- D. Special Meeting/Closed Session of September 12, 2024
- E. Regular Business Meeting of September 12, 2024

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. Technology Plan Progress Update

VII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions
- B. Ratify Memorandum of Understanding 24-01 with the Associate Faculty
- C. Ratify Memorandum of Understanding 24-06 with the Faculty Assembly
- D. Approve Equal Employment Opportunity Annual Certification Form for Academic Year 2023/24
- E. Approve Reorganization Within the Inclusion, Diversity, Equity, and Accessibility Department
- F. Approve Release Time for Classified Staff Recognition
- G. Approve 2025/26 Academic Calendar
- H. Approve Out-of-Country Travel for Art Associate Faculty
- I. Approve the Study Abroad Association (SAA) Faculty-Led Study Abroad to Japan – Summer 2025
- J. Approve Association for Social Anthropology in Oceana Conference Attendance in Nadi, Fiji – Spring 2025
- K. Approve Guaranteed Maximum Price and Corresponding Change Order to Design-Build Services Contract for the Oceanside Communications Hub, Equity Village and Student Center Project
- L. Approve Award of Contract to Universal Engineering Services (UES) for Special Inspection and Material Testing Services on Oceanside Communications Hub, Equity Village and Student Center Project
- M. Approve Award of a Contract to NV5 for Geotechnical Soils Observation and Material Testing Services on Oceanside Communications Hub, Equity Village and Student Center Project
- N. Approve OCN ADA Barrier Removal Settlement Agreement with Ayuma House Planning Company
- O. Approve Master Service Agreements for RFP No. 01-25, Ongoing DSA Construction Materials Test/Inspection Services
- P. Approve FF&E IT Purchase of Extron and Samsung Electronic Supplies for OCN ChemBiotech Building
- Q. Approve Master Services Agreement with OpenClassrooms for California Apprenticeship Initiative Grant
- R. Ratify and Approve Contracts and Purchase Orders

VIII. ACTION ITEMS

- A. Adopt the MiraCosta Community College District Initial Proposal to the MiraCosta College Faculty Assembly
- B. Approve Award of a Design-Build Services Contract for RFQ/P #MM-24-002 Oceanside B4700 Professional Development Renovation Project and Adopt Resolution No. 4-24/25
- C. Appoint Independent Citizens' Bond Oversight Committee Members

IX. INFORMATION ITEMS

- A. Sunshine the MiraCosta College Faculty Assembly Initial Proposal to the MiraCosta Community College District for the Contract to Commence July 1, 2025

X. 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

XI. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

XII. ADJOURNMENT

UPCOMING MEETING

**4 p.m. – November 7, 2024
Workshop**

**4 p.m. – November 21, 2024
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.

Audio recordings of board meetings are available upon request. Please contact the MiraCosta College Office of the President at 760.795.6610 or at jbollerud@miracosta.edu.



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

MINUTES OF SPECIAL MEETING / LEARNING COMMONS TOUR SEPTEMBER 5, 2024
(Draft)

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met for a special meeting/tour of the Learning Commons on the Oceanside Campus on Thursday, September 5, 2024. President Cassar called the meeting to order at 2:30 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar

Frank Merchat

Raye Clendening

Jacqueline Simon

Heather Conklin

Board members absent:

George McNeil

Anna Pedroza

Administrators present:

Superintendent/President Sunny Cooke

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

None.

IV. CHANGES IN AGENDA ORDER

None.

V. TOUR OF LEARNING COMMONS

MiraCosta staff members provided the board with a tour of the newly remodeled building and shared the services available for students.

VI. ADJOURNMENT

The meeting adjourned at 3:10 p.m.

MINUTES APPROVAL:

Rick Cassar
President

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



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

MINUTES OF CLOSED SESSION MEETING

SEPTEMBER 5, 2024
(DRAFT)

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in closed session on Thursday, September 5, 2024, in Room 1054 at the Oceanside Campus. President Rick Cassar called the meeting to order at 3:15 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar	Frank Merchat
Raye Clendening	Jacqueline Simon
Heather Conklin	

Board members absent:

George McNeil
Anna Pedroza

Administrators present:

Superintendent/President Sunny Cooke

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

None.

IV. DECLARE NEED FOR CLOSED SESSION

At 3:15 p.m., the board announced the need to enter closed session, along with Superintendent/President Cooke, to discuss the following topic:

A. 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 3:55 p.m., the board returned to open session to report the following:

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

No report.

VI. ADJOURNMENT

The meeting adjourned at 3:55 p.m.

MINUTES APPROVAL:

Rick Cassar
President

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



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING / WORKSHOP

SEPTEMBER 5, 2024
(Draft)

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in a regular meeting/workshop on Thursday, September 5, 2024, in the Boardroom (1068) on the Oceanside Campus. President Cassar called the meeting to order at 4:05 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar (left at 5:13 p.m.)	Frank Merchat
Raye Clendening	Anna Pedroza (arrived at 4:13 p.m.)
Heather Conklin	Jacqueline Simon
George McNeil	

Administrators present:

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

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

None.

IV. CHANGES IN AGENDA ORDER

None.

V. WORKSHOP

A. Fiscal Year 2025 Final Budget Workshop

Assistant Superintendent/Vice President of Administrative Services Tim Flood provided a workshop of the FY2025 final budget, so board members could address questions with the superintendent/president and to provide input before the board is asked to adopt the final budget at the regular board of trustees meeting on September 12, 2024.

Assistant Superintendent/Vice President of Administrative Services Tim Flood reviewed the district's budget priorities for fiscal year 2023/24 and reviewed projections for fiscal year 2024/25. Funding allocations supported the district's highest-priority goals and objectives (enrollment, programs, and services), consistent with the Long-Term

Planning Framework, the Facilities Master Plan, institutional Program Review activities, as well as the district's mission, vision, and values.

Flood provided a synopsis of the 2023/24 revenues and expenditures and noted the district is in a very firm financial position. Budget transfers to Fund 41 have continued when surplus funds are available. Growing this fund is important as it:

- helps to cover the cost of future facilities projects that are needed, and,
- ensures the institution is protected financially by prudent planning.

Additionally, maintaining healthy reserves is important to have access to an AAA rating, which keeps the cost of re-payment as low as possible for our taxpayers.

The state economy is fluid, with a multi-year deficit forecasted. Currently, the state is reporting revenues are down, with a \$45B deficit in 2024/25 and an anticipated \$30B deficit in 2025/26. It was noted, however, that the state has increased the budget for community colleges, as they attempt to shield K-12 educational institutions from budget reductions. Budget allocation deferments will help the state navigate the next several years. Although these deferments create a cash flow problem for the college, the college will eventually receive the deferred funding.

The state budget indicates a 1.07 percent cost of living (COLA) increase in funding for selected categorical programs, which equates to a total of \$176K for MiraCosta. Other allocation changes include a one-time increase for Financial Aid FAFSA delay assistance, equating to \$190K for MiraCosta, and an estimated \$130K increase for MiraCosta part-time faculty office hours.

The district is in a very healthy position with 78 percent of the district's budget devoted to salaries/benefits and 22 percent to other expenditures, and revenues exceed expenditures. Flood reminded the board of the district's budget landscape, with an estimated 5.31 percent property tax revenue increase (\$7.5M). CalSTRS and CalPERS have seen annual cost increases of \$1.3M, and health care has seen an annual cost increase of \$1.0M. At these rates, the cost projection is expected to increase by \$20.1M by 2028/29. Since the district no longer has access to federal and state HEERF and Covid-19 relief funding, it's especially important we allocate our budget appropriately. Flood noted as an example the need to start investing significantly in our roads, parking lots, and infrastructure.

Parking fee revenues are coming in short by \$500K. This is in part because MiraCosta has the lowest parking fee in the area (\$35 per fall/spring semesters, and \$17.50 for summer session), and also online learning. Additionally, the cafeteria service is being subsidized by approximately \$500K by the district so that food service is available on the campuses. While this expenditure is on the wrong side of the 50% law, the board expressed that is the right thing to do for our students.

Having presented a balanced budget, Flood acknowledged his team for their work on the budget and the Public Information Office for creating a beautiful budget book, a truly collaborative college-wide effort.

Board members asked questions and provided input. The board will be asked to adopt the final budget on September 12, 2024.

B. Facilities Futures Presentation

Assistant Superintendent/Vice President of Administrative Services Tim Flood provided highlights of the work completed to date and next steps.

Flood expressed the importance of being transparent and inclusive in the planning process. He reviewed the planning framework and provided an overview of the initial recommendations, which focus on providing hubs throughout the Oceanside Campus, and opportunities at both the Community Learning Center and the San Elijo Campus.

Forums for the college community are scheduled at each campus in September, as well as sharing sessions with the governance groups, to provide updates. Additionally, a “living document,” a resource aimed at keeping the community updated, will be available online.

VI. ADJOURNMENT

The meeting adjourned at 5:25 p.m.

MINUTES APPROVAL:

Rick Cassar
President

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



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

MINUTES OF CLOSED SESSION MEETING

SEPTEMBER 12, 2024
(DRAFT)

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in closed session on Thursday, September 12, 2024, in Room 1054 at the Oceanside Campus. President Rick Cassar called the meeting to order at 2:30 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar	Frank Merchat
Raye Clendening	Anna Pedroza
Heather Conklin	Jacqueline Simon
George McNeil	

Administrators present:

Superintendent/President Sunny Cooke
Assistant Superintendent/Vice President Charlie Ng

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

None.

IV. DECLARE NEED FOR CLOSED SESSION

At 2:30 p.m., the board announced the need to enter closed session, along with Superintendent/President Cooke and Assistant Superintendent/Vice President Charlie Ng, to discuss the following topics:

A. Conference with Labor Negotiators

(Pursuant to Government Code Section 54957.6)

Agency designated representatives: Superintendent/President Sunita V. Cooke,
Assistant Superintendent/Vice President, Human Resources Charlie Ng

Employee organizations: All Groups

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 3:45 p.m., the board returned to open session to report the following:

A. Conference with Labor Negotiators

(Pursuant to Government Code Section 54957.6)

Agency designated representatives: Superintendent/President Sunita V. Cooke,
Assistant Superintendent/Vice President, Human Resources Charlie Ng

Employee organizations: All Groups

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 3:45 p.m.

MINUTES APPROVAL:

Rick Cassar
President

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



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING

SEPTEMBER 12, 2024
(DRAFT)

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, September 12, 2024, in the Boardroom (1068) on the Oceanside Campus. President Cassar called the meeting to order at 4 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar

Raye Clendening

Heather Conklin

George McNeil

Frank Merchat

Anna Pedroza

Jackie Simon

Rahime Demirci (Student Trustee)

Administrators present:

Superintendent/President Cooke

Assistant Superintendent/Vice President Tim Flood

Assistant Superintendent/Vice President Denée Pescarmona

Assistant Superintendent/Vice President Alketa Wojcik

Assistant Superintendent/Vice President Charlie Ng

III. APPROVE MEETING MINUTES

A. Special Meeting/Closed Session of August 15, 2024

B. Regular Business Meeting of August 15, 2024

By motion of Trustee Clendening, seconded by Trustee Conklin, the board approved the minutes of the special meeting/closed session of August 15, 2024.

Vote: 5/0/2

Aye: Cassar, Clendening, Conklin, Merchat, Simon

Abstentions: McNeil, Pedroza

Absent: None

By motion of Trustee McNeil, seconded by Trustee Conklin, the board approved the minutes of the regular business meeting of August 15, 2024.

Vote: 7/0/0

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

Abstentions: None

Absent: None

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

Dr. Wendy Stewart announced the campus-wide book read to further advance the district's mission of a racially just campus. Over 25 book recommendations were reviewed. "Viral Justice" was selected and will launch next week. Stewart thanked Kristina Lundy for creating bookmarks that are also available to MiraCostans.

A community member representing Cardiff 101 Main Street, a non-profit organization that advocates for Cardiff residents and business, spoke about the Farmers Market held on Saturdays at the San Elijo Campus. She expressed concern about the fees charged to Cardiff 101 for the use of the college's parking lots each Saturday.

V. CHANGES IN AGENDA ORDER

Consent Item I was pulled from the agenda to make adjustments to the timeline.

VI. PRESENTATIONS

A. Associated Student Government (ASG) Introductions

The 2024/25 ASG student leaders were introduced.

B. Online Education Update

Faculty Coordinator of Online Education Dr. Jim Julius provided an update on online education. He reviewed key terms used by the college, as well as the vision, mission, and the distance education (DE) participation in MiraCosta programs. Julius noted the college is now at 71.4 percent of FTES enrolled in DE courses, as compared to 37.4 percent in 2019/20 (pre-Covid). Success rates have been increasing since having come out of Covid. DE equity gaps are narrowing as success rates for disproportionately impacted student groups increase.

Julius shared highlights and objectives related to the Online Ed Plan. He noted nearly 1,000 students took the online student support workshops last year, which has proven beneficial for students.

Zero textbook cost (ZTC) are now available in more than one third of courses at MiraCosta. The college has received more than \$1.3M in state grant funds to expand ZTC offerings and, as of fall 2024, 13 programs offer at least one ZTC option for every course. This has equated to more than 110,000 enrollments in ZTC sections since 2017/18 for approximately \$11M saved!

Letters Instructor and Joyful Teacher Jim Sullivan shared about hyflex offerings. A smaller number of hyflex offerings occur on the credit side than on the noncredit side. Sullivan noted that mixed modalities are needed for many students, especially as they figure out what works best for them as an individual.

There is support and resources for students who are hesitant to enroll in an online course or are having difficulty understanding online courses. Students can utilize the technology labs in the Learning Commons, where there are support technicians who can help them. MiraCosta also offers loaner laptops and hotspots that students can check out, if they don't otherwise have the resources to enroll in online courses. The college will continue to work on narrowing even more the retention and success gaps between DE and non-DE classes.

VII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions**
- B. Approve Employment Contract for Professional Expert**
- C. Approve New Professional Expert Classification and Description of Duties for the Director, Apprenticeship Program Development**
- D. Approve Updates to the Collective Bargaining Agreement Between the Faculty Assembly and MiraCosta Community College District to Reflect Language from MOU 22-06**
- E. Approve Revised Fall 2024 Program Components for the Oceanside Unified School District CCAP Dual Enrollment Program**
- F. Approve Grant Subcontractor Agreement with San Diego Community College District for Strong Workforce Program Labor Market Research Grant**
- G. Award Contract for RFP 17-24 Digital Marketing Services to Mason Interactive, Inc.**
- H. Approve Purchase of Additional Hotspots and Broadband Internet Services for Online Learning through the Library**
- I. Approve Purchase of Nuventive Improve Software**
- J. Ratify and Approve Contracts and Purchase Orders**

Consent Item I was pulled from the agenda.

By motion of Trustee Clendening, seconded by Trustee McNeil, consent items A-H and J were approved.

Vote: 7/0/0
Aye: Cassar, Clendening, Conklin, McNeil, Merchat, Pedroza, Simon
Abstentions: None
Absent: None

VIII. ACTION ITEMS

A. Adopt Fiscal Year 2024/25 Final Budget

By motion of Trustee Pedroza, seconded by Trustee Merchat, the board adopted the fiscal year 2024/25 final budget.

Vote: 7/0/0
Aye: Cassar, Clendening, Conklin, McNeil, Merchat, Pedroza, Simon
Abstentions: None
Absent: None

B. Approve Amendment to Conflict of Interest Code Appendix One (Designated Filers)

By motion of Trustee Pedroza, seconded by Trustee Merchat, the board approved the amendment to the Conflict of Interest Code Appendix One to designate the Dean, Nursing, Health, and Health and Wellness, the Director, Technology Career Institute, and the Chief of Police as Form 700 filers, and to update the existing Form 700 titles of Director, HR, and Associate Vice President, Information Technology Services.

Vote: 7/0/0
Aye: Cassar, Clendening, Conklin, McNeil, Merchat, Pedroza, Simon

Abstentions: None
Absent: None

IX. INFORMATION ITEMS

A. Public Hearing 4:30 p.m. FY2024/25 Final Budget

The public hearing was opened at 4:55 p.m. No comments were received from the public, and the hearing was closed at 4:56 p.m.

B. MiraCosta Community College District Irrevocable Trust Investment Board Report

The MiraCosta Community College District Irrevocable Trust Investment Board Report was provided as information

C. Sunshine the MiraCosta Community College District Initial Proposal to the MiraCosta College Faculty Assembly

The sunshine of the MiraCosta Community College District Initial Proposal to the MiraCosta College Faculty Assembly was provided as information.

D. Futures Update

Trustees shared a few futures signals for discussion. Trustee Merchat shared two new signals, one regarding climate change and the negative effect on the nutritional value of the food we eat, as some crops are affected by the increase in CO₂. To counter that, another signal was shared involving nanotechnology that can consume CO₂, which could give us the ability to combat that in the future.

Trustees discussed AI, and its future impact on learning and the classroom.

Trustee Cassar shared the need to help GenZ students stay engaged in classes and course material, when expectations seem to favor shorter snippets of material rather than long lectures. Student Trustee Demirci shared that some professors break up their lectures with a creative task, group work, or time to analyze or discuss the concept, and then return to the lecture. Otherwise, she said, students tend to tune out.

Libraries of the future will be collaborative workspaces.

Trustees discussed how work days for GenZ and Alpha generations may be different with more flexibility, as people valuing and needing balance in their lives. This may affect the way we teach.

Trustees agreed there will always be the need to offer multiple ways for students to learn.

X. COLLEGE-RELATED REPORTS

A. Trustees Activities

Trustees attended All College Day to kick off the fall semester, and they toured the Learning Commons. Additionally, the Theresia M. Heyden Nursing Complex ribbon cutting was attended by Trustees Cassar, Clendening, and Pedroza, where two alumni spoke about how MiraCosta College and the Nursing Department have impacted their lives and careers in a positive way.

Trustee Conklin volunteered at the LGBTQ center, which was moving to a new location. She, along with Trustee Clendening, attended the Oceanside Chamber Heros event, which honored teachers, active duty military, and emergency personnel. Trustee Clendening thanked the Human Resources staff for their patience and assistance with insurance paperwork. She will participate in the North County African American Women's Association's Gentlemen's Gourmet event this weekend, which raises scholarship funds for students.

Trustee McNeil attended a number of athletics events on campus. He shared the men's soccer team won three consecutive games, the women's soccer had a strong 10-0 win in their first conference game, and the women's volleyball performed well.

Trustee Cassar attended Palomar College's grand opening of their new stadium.

B. Students

Student Trustee Rahime Demirci explained how the Associated Student Government (ASG) actively engages students in various initiatives. Demirci attended the Spartan Connect, where students learned about the wide range of support services available at MiraCosta College.

Next week, ASG will be tabling on the Oceanside Campus for National Voter Registration Day, promoting civic engagement and encouraging voter registration.

On September 21, ASG will host a discussion panel at Earn Our Vote, a youth-led political event at Oceanside High School, allowing local youth to ask questions. It will also facilitate a panel for Oceanside City Council candidates.

Additionally, on October 8, the League of Women Voters will be on campus to educate students about California propositions on the upcoming ballot. ASG recently participated in Club Rush, which saw increased attendance compared to last year, indicating strong student engagement and interest in campus activities.

C. Classified Employees

Classified Senate (CS) President Omar Jimenez reported the CS is finalizing committee assignments.

D. Faculty

Academic Senate (AS) President Curry Mitchell explained how the department chairs are diligently working on the Spring Schedule, with a strong emphasis on student-centered planning and collaboration.

Five departments are involved in implementing a statewide common course numbering system in compliance with recent legislation aimed at streamlining course identification and supporting student success. These efforts reflect a comprehensive approach to ensuring that both faculty needs and student outcomes are prioritized.

The AS is discussing constituent outreach to assess how they are organized and engaged. One key focus is forming a faculty-led task force to address the implications of AI in education. AS is working to define a clear, narrow scope for this task force and is having ongoing discussions with other groups exploring AI to converge into a coordinated effort. The senate wants to ensure that faculty and institutional leadership

remain proactive in addressing emerging technologies and their impact on the learning environment.

Regular semester classrooms are settling into a routine; with midterms approaching for eight-week sessions and late-start courses being two weeks in, faculty are actively implementing creative instructional strategies to keep teaching relevant and engaging for students. The focus remains on timely interventions, affirming student progress, and fostering a sense of belonging, both in the short term and for long-term academic success.

E. Assistant Superintendents/Vice Presidents

1. Instructional Services

Assistant Superintendent/Vice President Pescarmona submitted a written report. She added that enrollment numbers are up about one percent, even after dealing with fraudulent enrollments.

MiraCosta received its second Hispanic Serving Institution (HSI) Title 5 grant, \$3M over five years, with a focus on entry points into STEM and changing the mindset of these courses from gatekeepers into gateways.

2. Student Services

Assistant Superintendent/Vice President Wojcik thanked Student Accessibility Services (SAS) staff who have recently implemented free Aira software, which support students with visual impairments navigate the campus more easily.

Some challenges with federal financial aid have required our local offices to process the money in a time-intensive, manual way. To assist these students, Student Services is collaborating with the Foundation to offer Emergency Grants. Emergency grants have a high demand, and she thanked the Foundation for their work in this area to help meet this need.

MiraCosta is developing a communication plan to raise awareness about the new Student Services Building. This building will serve as a one-stop shop, ensuring students can access all the necessary services in one convenient location. Staff will move to the new building in phases in October.

3. Administrative Services

Assistant Superintendent/Vice President Flood commended the entire Fiscal Services team and the Public Information Office for their high quality work on the beautiful budget book. The fiscal year closed with a positive balance of \$1.6 million and a healthy reserve of over 24 percent. A balanced budget projected over the next five years.

Construction of the foot bridge will begin this fall, after the move to the new Student Services Building is completed. The demolition of Buildings in the 3000s complex will also start soon, with more communication to follow. The project user group will soon be evaluating three design-build firms for the remodel of 4700 Building, which is focused on professional development spaces.

College Police actively collaborate with the Emergency Operations Center (EOC) to enhance operational preparedness, including drills beyond standard tabletop exercises, with the next simulation drill scheduled for September 20 at the CLC.

4. Human Resources

Assistant Superintendent/Vice President Ng reported the third module of the Leadership Academy was completed today, funded by our EEO grant. Participants have expressed that it has been a great experience, allowing them to bond with colleagues while gaining valuable knowledge. Feedback from the inaugural group will be incorporated in preparation to expand access to the program next year. Ng thanked all the presenters and participants for making it a success.

The college's Employee Resource Groups are developing, and the story of our journey will be presented at a national Human Resources conference. Additionally, the State Chancellor's Office has asked MiraCosta to represent and share our story on our equal employment opportunity work, a significant recognition of our efforts.

F. Superintendent/President

Superintendent/President Cooke reported she participated as a panelist in the Level Up National Panel for Black Learner Success, where they reviewed data on why students discontinue their studies and the efforts that help them remain in college. The discussion highlighted progress at MiraCosta College, starting with student equity initiatives and UMOJA, and how this work has expanded over the years. There was interest in the BCAT training developed by Dr. Wendy Stewart and Shawntae Mitchum.

Cooke acknowledged Dr. Stewart and Omar Jimenez for launching the Futures Signal Spotters gatherings for the year, which will begin on September 18. The sessions will be held the third Wednesday of each month from 2:30-4 p.m. All are welcome to attend.

Appreciation was given to the Public Information Office for supporting the various Get Out the Vote initiatives and the successful building openings.

MiraCosta College will collaborate with the National Conflict and Resolution Council (NCRC) in a grant-funded project to host several informational and training sessions to develop skills in communication during divisive times. Groups of employees, including administrators, will work through the content to develop essential skills for having difficult conversations in a divided world. This fall, four sessions will be held, and additional sessions will continue throughout the year.

Thanks to generous donors, the MiraCosta College Foundation raised more than \$20,000 to assist students who face a financial emergency during their educational journey. Cooke thanked Foundation Board President Dr. Janice Kurth and Vice President Karen Pearson for their generous matching gifts. The donations were raised through a campaign tied to the regional San Diego Gives, Day of Giving on September 5, conducted by nonprofits throughout San Diego County.

The Community Leaders Breakfast is scheduled for October 18 and will feature a panel of alumni and the launch of the College's annual report.

XI. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

None.


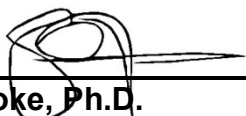
XII. ADJOURNMENT

The meeting adjourned at 6:07 p.m.

MINUTES APPROVAL:

Rick Cassar
President

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

Subject: Technology Plan Progress Update	Attachment: PowerPoint Presentation
Category: Information	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> ✓ Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> Goal 1 Goal 2 Goal 3 ✓ Goal 4 </div>
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND


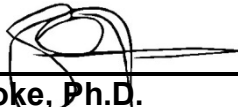
The Technology Plan update was adopted in November 2022, with a focus on technology support strategies that were developed based on the data and trends associated with each of the four institutional goals. The Technology Plan will be revised annually over the next five years to evaluate progress towards meeting the technology strategies and initiatives described in the plan.

STATUS

Associate Vice President/Chief Information Systems Officer Anthony Maciel, Interim Director of Technology Support Services Shanon Macintyre, Computer Studies Professor Rick White, Director of Enterprise Application Services Jim Dorris, and Director of Security and Infrastructure Systems Cornel Ruston will provide an update on the Technology Plan.

RECOMMENDATION

For information only.

Subject: Ratify Recommendations of Superintendent/President in Approving Personnel Actions	Attachment: None
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 Goal 2 <input checked="" type="checkbox"/> Goal 3 Goal 4
Recommended:  _____ Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

STATUS

1. Resignation of the following classified employees:

Shawna Sourivanh, Human Resources Supervisor, position P-00194, effective October 11, 2024.

Thalia Rodriguez, Student Support Advisor, Admissions and Records, SEC position P-00042, effective September 13, 2024

Matthew McCullough, Locker Room Safety Assistant, Athletics and Intramurals, position P-00632, effective September 27, 2024.

2. Employment of the following regular classified employees:

Karen Wong, Operations Supervisor, Admissions and Records, position P-06210, classified salary range 27, step 1, \$7,002.25 per month, full-time, 12 months per year, effective October 7, 2024. Karen was selected through an open recruitment process.

Erica Balakian, Human Resources Supervisor, position P-00194, classified salary range 35, step 3, \$9,785.42 per month, full-time, 12 months per year, effective October 14, 2024. Erica was selected through an open recruitment process.

Aanika Khatri, Academic Services Coordinator, Academic and Career Pathways, position P-12007, classified salary range 26, step 1, \$6,800.42 per month, full-time, 12 months per year, effective October 14, 2024. Aanika was selected through an open recruitment process.

3. Permanent change of assignment for classified employee Olivia Elmer, Administrative Support Assistant I, Student Services, San Elijo, position P-06162, has accepted the position of Academic Services Coordinator, Academic and Career Pathways, position P-12006, classified range 26, step 1, \$6,800.42 per month, full-time, 12 months per year, effective October 14, 2024. Olivia was select through an open recruitment process.

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

Lezlie Martinez, Student Support Advisor, Student Services Welcome Center, position P-07001, will serve as Interim Veterans Specialist, classified salary range 24, longevity year 7, \$8,143.92 per month, full-time, effective September 23, 2024 – June 30, 2025.

Brayan Astorga, Student Services Specialist, Student Equity, position P-08917, will continue to serve as Interim Student Services Coordinator, Student Equity, classified salary range 26, step 3, \$7,546.08 per month, effective September 19 – December 31, 2024.

Ulises Sixto Avendano, Administrative Support Assistant II, CARE, will continue to serve as Interim Student Services Specialist, CARE, classified salary range 21, step 1, \$5,886.75 per month, full-time, effective July 1 – June 30, 2025.

5. Temporary change of assignment for classified employee Caroline Hallman, Library Technician I, Public Services, position P-00267, will increase in hours from 18 to 38 hours per week, effective September 16, 2024 – February 28, 2025.

6. In accordance with Article 12.7 of the Academic Associate Faculty collective bargaining agreement, Dawn Bell, Associate English as a Second Language Instructor, requests advancement on the associate faculty salary schedule, from salary class 2 to 6, due to the completion of a doctoral degree, effective November 1, 2024.

In accordance with Article 12.7 of the Academic Associate Faculty collective bargaining agreement, Anastasia Zavodny, Associate Business and Social Science Instructor, requests advancement on the associate faculty salary schedule, from salary class 5 to 6, due to the completion of a doctoral degree, effective November 1, 2024.

7. Employee 07104722, 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 2024/25 fiscal year. Pursuant to the Classified Senate WCM, classified employees may use up to seven days of earned sick leave per fiscal year for the purpose of personal necessity leave.

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 2024/25 fiscal year. Pursuant to the Classified Senate WCM, classified employees may use up to seven days of earned sick leave per fiscal year for the purpose of personal necessity leave

Employee 07011770, 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 2024/25 fiscal year. Pursuant to the Classified Senate WCM, classified employees may use up to seven days of earned sick leave per fiscal year for the purpose of personal necessity leave.

Employee 07077144, 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 fall 2024 semester. Pursuant to the Collective Bargaining Agreement for Academic Associate Faculty, credit associate faculty members are limited to the use of no more than 60 percent of the amount of sick leave earned for the semester.

Employee 07236333, requests catastrophic leave donations in accordance with Board Policy 7345. Donations are needed as the employee will exhaust all paid leave entitlements. The employee will need approximately 278.40 hours to remain in full paid status through November 20, 2024.

8. Employment of the following associate faculty members for the 2024 fall session, payable in accordance with the Collective Bargaining Agreement for Academic Associate Faculty:

Daniela	De Mattos Grosso	Adult High School
Maryan	Rizk	Adult High School
Jericho	Ortanez	Adult High School
Gerardo	Mendoza Cruz	Physical Sciences
Lawrence	Vaupel	Social Science
Katherine	Wilson	Theatre and Film

9. Employment of the following associate faculty members for the 2025 spring session, payable in accordance with the Collective Bargaining Agreement for Academic Associate Faculty:

Julio	Baez	Biotechnology
-------	------	---------------



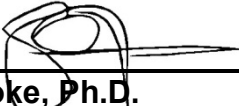
10. Request approval of the following short-term and substitute employees. These employees meet the Education Code 88003 definition of short-term and substitute employees, and as such, these employees will be employed and paid less than 75 percent of the college year:

Employee Name	Job Title	Assignment	Department	Pay Rate	Start Date	End Date
Aamina Usmani	Workshop Presenter	Short-term	Biomanufacturing	\$50.00/hr	9/18/24	12/13/24
Adrian Holtz	Accompanist I	Short-term	Music	\$26.00/hr	10/18/24	6/30/25
Alani McClinton	Administrative Support Assistant II	Substitute	CARE Program	\$29.38/hr	9/16/24	6/30/25
Amanda Thornton	Campus Aide III	Short-term	Instructional and Library Services	\$20.00/hr	10/21/24	6/30/25
Ana Zafra Mendoza	Student Services Specialist	Substitute	Student Equity	\$33.96/hr	10/1/24	12/31/24
Anamely Ornelas	Police Dispatcher / Records Technician	Substitute	Police Administrative	\$34.95/hr	10/1/24	6/30/25
Anarosa Magdaleno	Custodian	Substitute	Custodial	\$24.72/hr	9/17/24	6/30/25
Angeline Rojo	Campus Aide III	Short-term	Student Services, San Elijo	\$20.00/hr	10/21/24	6/30/25
Brandon Gill	Custodian	Substitute	Custodial	\$24.72/hr	10/18/24	6/30/25

Chloe Fowler	Apprentice III	Substitute	STEM Learning Center	\$18.00/hr	9/16/24	6/30/25
Christina De Souza	Campus Aide III	Substitute	Academic and Career Pathways	\$20.00/hr	9/11/24	6/30/25
Doris Lu-Anderson	Workshop Presenter	Short-term	Human Resources Department	\$50.00/hr	10/18/24	5/31/25
Emiliano Ventura	Custodian	Substitute	Custodial	\$24.72/hr	10/18/24	6/30/25
Filip Oliver	Apprentice III	Substitute	STEM Learning Center	\$18.00/hr	9/16/24	6/30/25
Gabrielle Lupola	Student Services Coordinator	Short-term	Student Equity	\$39.24/hr	10/18/24	6/30/25
Gladis Onate-Raya	Human Resources Technician	Short-term	Human Resources Ops, Recruitment/Retention	\$33.96/hr	10/28/24	6/30/25
Grace Okruhlica	Campus Aide III	Substitute	Student Accessibility Services	\$20.00/hr	9/27/24	6/30/25
Nehita Onwubuya	College Health Nurse	Short-term	Health Services	\$41.55/hr	10/18/24	6/30/25
Kayla Lauriano	College Health Nurse	Short-term	Health Services	\$41.55/hr	10/18/24	6/30/25
Grace Okruhlica	Campus Aide III	Short-term	Testing Services	\$20.00/hr	10/18/24	6/30/25
Isabel Gonzalez Hernandez	Apprentice III	Substitute	STEM Learning Center	\$18.00/hr	9/9/24	6/30/25
Isaiah Kaleopa Tuisee	Custodian	Substitute	Custodial	\$24.72/hr	9/16/24	6/30/25
Joel Ramirez	Custodian	Substitute	Custodial	\$24.72/hr	10/18/24	6/30/25
Jordan Grady	Campus Aide III	Short-term	Instructional and Library Services	\$20.00/hr	10/18/24	6/30/25
Jose Hernandez Garcia	Campus Aide III	Short-term	Title V Grant Project	\$20.00/hr	9/16/24	6/30/25
Judith Hutsell	Student Services Specialist	Substitute	Admissions and Student Support	\$33.96/hr	10/21/24	2/28/25
Keshia Choice	Campus Aide II	Short-term	Career Center	\$18.00/hr	10/18/24	6/30/25
Lourdes Reyes Jurado	Custodian	Substitute	Custodial	\$24.72/hr	10/18/24	6/30/25
Natalie Howell	Human Resources Assistant	Substitute	Human Resources Ops, Benefits/Systems	\$32.99/hr	10/7/24	6/30/25
Robb Floco	Assistant Coach	Substitute	Athletics and Intramurals	\$29.38/hr	10/1/24	6/30/25
Shelby Rossman	IT Junior Consultant	Short-term	ITS Enterprise Application Services	\$45.00/hr	10/18/24	6/30/25
Sophia Parra	Custodian	Substitute	Custodial	\$24.72/hr	10/18/24	6/30/25

RECOMMENDATION

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

Subject: Ratify Memorandum of Understanding 24-01 with the Associate Faculty	Attachment: Memorandum of Understanding 24-01
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> Information  Consent Action </div>
Recommended:  <hr/> Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The San Diego-Imperial Counties Community Colleges Regional Consortium created the Strong Workforce Faculty Institute (“Faculty Institute”) during the 2020/21 academic year on behalf of the region’s ten community colleges. The Regional Consortium has continued to offer the Faculty Institute for another year and awarded a grant to the district to offer the program.

The purpose of the Faculty Institute is to inspire teaching and learning from a culturally inclusive perspective for career education faculty; encourage self-reflection, inquiry, and research-based decision-making; and foster strong collaboration among faculty, institutional researchers, and deans. While the priority focus is on faculty from career education disciplines, instructional faculty from any discipline may apply to participate.

STATUS

The district and the academic associate faculty 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 24-01 with the associate faculty, as stated.



MOU Between the
MiraCosta Community College District &
MiraCosta Community College District – Associate Faculty
24-01

This Memorandum of Understanding ("MOU") is entered into by and between the MiraCosta Community College District (hereinafter referred to as "District") and the MiraCosta College Academic Associate Faculty (hereinafter referred to as "MCCAFA") (hereinafter collectively referred to as the "Parties"), and is expressly made pursuant to the Educational Employment Relations Act and the current Collective Bargaining Agreement ("CBA"). The purpose of this Memorandum of Understanding is to allow for the specific project identified below:

- 1) The San Diego-Imperial Counties Community Colleges Regional Consortium ("Regional Consortium") created the Strong Workforce Faculty Institute ("Faculty Institute") during the 2020/21 academic year on behalf of the region's ten community colleges. The Regional Consortium has continued to offer the Faculty Institute for another year and awarded a grant to the District to offer the program.
- 2) The purpose of the Faculty Institute is to inspire teaching and learning from a culturally inclusive perspective for career education faculty; encourage self-reflection, inquiry, and research-based decision-making; and foster strong collaboration among faculty, institutional researchers, and deans. While the priority focus is on faculty from career education disciplines, instructional faculty from any discipline may apply to participate.
- 3) Each associate faculty member participating in the Faculty Institute shall receive a stipend of \$2,000 upon submission of the regional project including attendance at two regional learning events. This stipend will provide compensation for the faculty member's work in the Faculty Institute for the entire academic year. Faculty may also request FLEX in lieu of compensation.



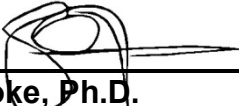
This agreement will become effective upon approval. It shall expire on June 30, 2025.

Sunita V. Cooke, Ph.D.

Krista Warren

Signature _____ Date _____
Superintendent/President
MiraCosta Community College District

Signature _____ Date _____
President
MCC Academic Associate Faculty

Subject: Ratify Memorandum of Understanding 24-06 with the Faculty Assembly	Attachment: Memorandum of Understanding 24-06
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> Information  Consent Action </div>
Recommended:  <hr/> Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The San Diego-Imperial Counties Community Colleges Regional Consortium created the Strong Workforce Faculty Institute (“Faculty Institute”) during the 2020/21 academic year on behalf of the region’s ten community colleges. The Regional Consortium has continued to offer the Faculty Institute for another year and awarded a grant to the district to offer the program.

The purpose of the Faculty Institute is to inspire teaching and learning from a culturally inclusive perspective for career education faculty; encourage self-reflection, inquiry, and research-based decision-making; and foster strong collaboration among faculty, institutional researchers, and deans. While the priority focus is on faculty from career education disciplines, instructional faculty from any discipline may apply to participate.

STATUS

The district and the 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 24-06 with the faculty assembly, as stated.



MOU Between the
MiraCosta Community College District &
MiraCosta Community College District – Faculty Assembly
24-06

This Memorandum of Understanding ("MOU") is entered into by and between the MiraCosta Community College District (hereinafter referred to as "District") and the MiraCosta College Faculty Assembly. This MOU modifies the terms of section C.11.0 of the Faculty Assembly 2022-2025 contract to allow for the specific project identified below:

- 1) The San Diego-Imperial Counties Community Colleges Regional Consortium ("Regional Consortium") created the Strong Workforce Faculty Institute ("Faculty Institute") during the 2020/21 academic year on behalf of the region's ten community colleges. The Regional Consortium has continued to offer the Faculty Institute for another year and awarded a grant to the District to offer the program.
- 2) The purpose of the Faculty Institute is to inspire teaching and learning from a culturally inclusive perspective for career education faculty; encourage self-reflection, inquiry, and research-based decision-making; and foster strong collaboration among faculty, institutional researchers, and deans. While the priority focus is on faculty from career education disciplines, instructional faculty from any discipline may apply to participate.
- 3) Up to 25 faculty and associate faculty may participate. Each faculty member participating in the Faculty Institute shall receive a stipend of \$2,000 upon submission of the regional project including attendance at two regional learning events. This stipend will provide compensation for the faculty member's work in the Faculty Institute for the entire academic year. Faculty may also request FLEX in lieu of compensation.


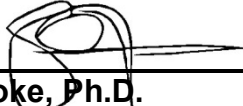
This agreement will become effective upon approval. It shall expire on June 30, 2025.

Sunita V. Cooke, Ph.D.

Mary Gross, M.S.

Signature _____ Date _____
Superintendent/President
MiraCosta Community College District

Signature _____ Date _____
President
MCCCD Faculty Assembly

Subject: Approve Equal Employment Opportunity Annual Certification Form for Academic Year 2023/24	Attachment: EEO Annual Certification Form AY2023-24 Longitudinal Data Reporting
Category: Action Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <input checked="" type="checkbox"/> Goal 1 Goal 2 Goal 3 Goal 4
Recommended:  _____ Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

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 tasked with engaging in annual reporting of EEO-related activities in order to receive EEO funds appropriated by the Legislature.

California Code of Regulations, Title 5, Section 53024.2 sets forth the categories of information that must be reported as part of this annual certification.



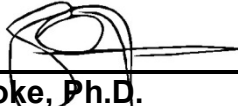
STATUS

As a condition for the receipt of funds pursuant to Section 87107, the governing board of the community college district shall certify annually to the chancellor 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 filed pursuant to subchapter 5 (commencing with Section 59300) of chapter 10 of this division; and
- expended Equal Employment Opportunity funds in accordance with the purposes set forth in subdivision (c) of Section 53030.

RECOMMENDATION

Approve the Equal Employment Opportunity Annual Certification Form for Academic Year 2023/24, as stated above.

Subject: Reorganization Within the Inclusion, Diversity, Equity, and Accessibility Department	Attachment: None
Category: Presentations	Type of Board Consideration: Information Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported:  Goal 1 Goal 2 Goal 3 Goal 4
Recommended:  <hr/> Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

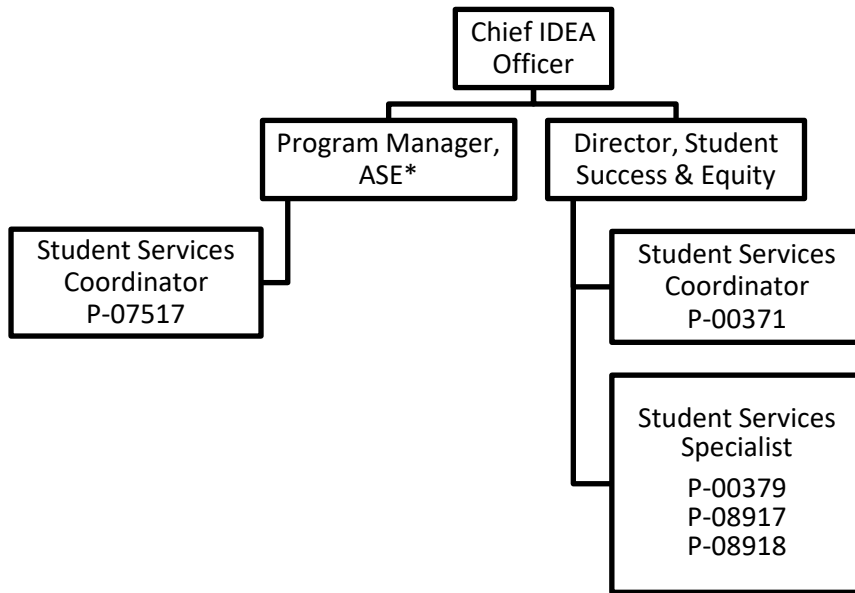
With the newly formed department of Inclusion, Diversity, Equity, and Accessibility (IDEA), addition of a Program Manager position in the Student Equity department in the past year, and the current and planned growth of equity programs and centers, there is a need to reorganize the reporting of staff and naming of the Student Equity department and staff titles within IDEA. The proposed changes move current staff in the Student Equity department to report to the Program Manager of Academic Success and Equity and allow the district to utilize available categorical funding to hire temporary positions into permanent roles.

For clarity purposes, the organizational charts below reflect the impacted positions and proposed movements only. Other positions not impacted by the reorganization are not reflected in the organizational charts below.

STATUS

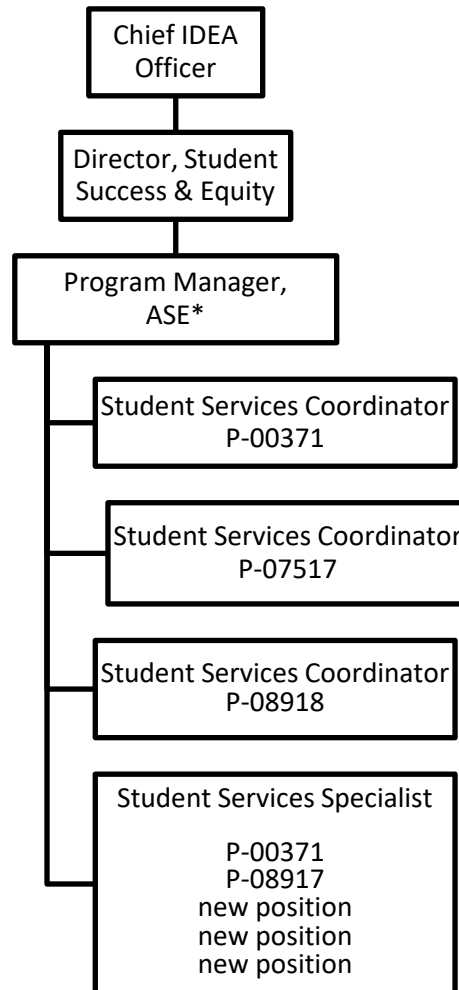
Please see the current and proposed organization structures below.

Current Organization Structure



*ASE is an acronym for Academic Success and Equity

Proposed Organization Structure



- The student services coordinator positions (P-00371 and P-07517) and student services specialist positions (P-08917 and P-08918) will report to the program manager
- The student services specialist position (P-08918) will be reclassified to a student services coordinator
- The student services coordinator (P-07517) will change from a part-time (18 hour) position to fulltime
- The student services specialist positions currently hired as temporary (Latinx Student Success, Black Student Success, and System Impacted Student Success) will be hired as permanent roles


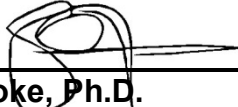
Financial Analysis

The proposed reorganization of IDEA will allow the district to utilize several available categorical funds geared towards supporting the implementation of the student equity plan and closing equity gaps for disproportionately impacted populations. The proposed changes will result in a net increase of approximately \$100,650.75 for the district outside of available categorical funds and existing district funding. The proposed changes with financial analysis is below:

Position Number	Title	Estimated Fulltime Budget (including fringe benefits)	% Funding for Position	Funding Source
P-07517	Student Services Coordinator	\$137,327.75 (range 26, step1)	100%	District funded (73% existing funding)
P-08918	Student Services Coordinator	\$149,480.03 (range 26, assuming step 3)	47%	District funded (existing funding)
			53%	Categorical SEA budget
New position	Student Services Specialist (Latinx Student Success)	\$122,437.54 (range 21, step 1)	100%	Categorical SEA budget
New position	Student Services Specialist (Black Student Success)	\$122,437.54 (range 21, step 1)	50%	Categorical Umoja budget
			50%	Categorical A2MEND budget
New position	Student Services Specialist (System Impacted Success)	\$122,437.54 (range 21, step 1)	100%	Categorical Rising Scholars budget

RECOMMENDATION

Approve reorganization of IDEA, as stated above.

Subject: Approve Release Time for Classified Staff Recognition	Attachment: None
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 Goal 2 Goal 3 <input checked="" type="checkbox"/> Goal 4
Recommended:  <hr/> Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

As a way to express appreciation for the important service rendered to the college, the board of trustees has traditionally approved four hours of release time for classified professionals who desire to attend a year-end luncheon, and one hour of release time at the end of the shift for classified professionals who do not desire to attend a year-end luncheon. This practice aligns with the Caring Campus initiative, which aims to foster an overall supportive and inclusive environment. This effort emphasizes the importance of creating a welcoming atmosphere, enhancing communication, and building strong relationships among staff and students, the initiative seeks to improve overall job satisfaction and student success.

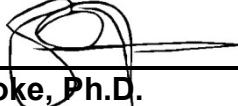
STATUS

The college is prepared to support the appreciation of classified professionals for the important service rendered to the college including providing four hours of release time for classified professionals who desire to attend, and one hour at the end of the shift for classified professionals who desire not to attend, the year-end luncheon.

It is proposed that the year-end luncheon be held on Friday, December 20, 2024, beginning at 12:30 p.m. and ending at 4:30 p.m.

RECOMMENDATION

Approve release time for classified staff recognition, as stated.

Subject: Approve 2025/26 Academic Calendar	Attachment: 2025/26 Academic Calendar
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Board Policy/Administrative Procedure 4010, Academic Calendar, states that the superintendent/president will submit the Academic Senate-recommended academic calendar to the board of trustees for approval. Implementation will occur in the year following the next academic year.

STATUS

The Academic Affairs Committee prepared the attached academic calendar for 2025/26. The calendar was approved by the Academic Senate on September 6, 2024, and recommended for approval by the superintendent/president.

RECOMMENDATION

Approve the 2025/26 academic calendar, as recommended by the superintendent/president.

MiraCosta College 2025-2026 Academic Calendar

Summer Session 2025 June 2025

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July 2025

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Fall Semester 2025 August 2025

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2025

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2025

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Spring Semester 2026 January 2026

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2026

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2026

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2026

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

15 16+1 16+1 16+1 15+1 16
83 Days of Instruction • 5 Days of Flex

IMPORTANT DATES

SUMMER

June 9 Start of Summer 8-week Intersession
June 9 Start of Summer 6-week Intersession
August 2 End of Summer Intersession

FALL

Aug 15 All-College Day
Aug 18 Classes Begin
Aug 29 Last Day to Add Classes
Aug 29 No "W" Deadline"
Sept 2 First Census
Nov 14 75% Withdrawal Deadline**
Dec 8-13 Final Exams
Dec 13 Pass/No Pass Deadline***
Dec 13 End of Semester
Dec 24-Jan 1 Campus Closed

SPRING

Jan 20 Classes Begin
Jan 30 Last Day to Add Classes
Jan 30 No "W" Deadline"
Feb 2 First Census
Mar 16-21 Spring Break
Apr 24 75% Withdrawal Deadline**
May 19-22 Final Exams
May 22 Pass/No Pass Deadline***
May 22 Commencement

*Last day to withdraw from classes without a "W"
**Last day for exercising option to withdraw without an evaluative grade (A, B, C, D, F, Pass, No Pass)
***Last day for exercising pass/no pass option



June 19 Juneteenth (Legal Holiday)
July 4 Independence Day (Legal Holiday)
Sept 1 Labor Day (Legal Holiday)
Nov 10 Veterans Day (Observance)
Nov 27 Thanksgiving Day (Legal Holiday)
Nov 28 Fall Break (Local Holiday)
Dec 24 Christmas Eve (Local Holiday)
Dec 25 Christmas (Observance)
Dec 24-31 Winter Closure
Jan 1 New Year's Day (Observance)
Jan 19 Martin Luther King, Jr. Day (Legal Holiday)
Feb 13 Lincoln Day (Observance)
Feb 16 Washington Day (Legal Holiday)
Mar 20 Friday of Spring Break (Local Holiday)
May 25 Memorial Day (Legal Holiday)

15+1 15+1 16+1 15+1 15+1 15+1
82 Days of Instruction • 5 Days of Flex
1 All-College Day

 Legal/Local Holidays	 Spring Semester
 Commencement	 Flex
 Final Exams	 Spring Break
 Summer Intersession	 Non-class days
 Fall Semester	 All-College Day



Adopted by the Board of Trustees XX/XX/XX.

Subject: Approve Out-of-Country Travel for Art Associate Faculty	Attachment: None
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 Goal 2 <input checked="" type="checkbox"/> Goal 3 Goal 4
Recommended:  <hr/> Kristina Denée Pescarmona Assistant Superintendent/Vice President, Instructional Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

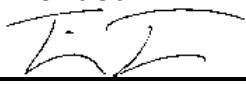
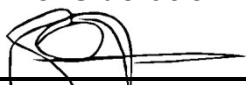
In compliance with Board Policy 7400, Employee Travel, MiraCosta College associate faculty member Christopher “CJ” Heyliger is requesting approval of professional travel to Paris, France, where selections of his work will be exhibited as part of this year’s [Paris Photo](#) event. The travel will take place from Tuesday, November 5 through Sunday, November 10.

STATUS

Paris Photo is the premier global art fair for contemporary fine art photography. It is an exceptional professional development opportunity that will enable Professor Heyliger to deepen his knowledge of current global trends and innovations in the medium. This will also provide an important professional opportunity for him to participate in this important event as an exhibiting artist. It is beneficial for our students to be taught by professionally active artists such as Heyliger, though in many cases, it can be costly for them to participate in events such as this, even if they serve as one of the most impactful opportunities for updating their currency in their field and enabling them to document and share significant new developments with students.

RECOMMENDATION

Approve Christopher Heyliger to travel out of the country to Paris, France, from November 5-10, 2024, to participate in *Paris Photo*, with a cost not to exceed \$900, covered by the faculty member’s professional development funds.

Subject: Approve the Study Abroad Association (SAA) Faculty-Led Study Abroad to Japan – Summer 2025	Attachment: SAA Proposal
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 <input checked="" type="checkbox"/> Goal 2 <input checked="" type="checkbox"/> Goal 3 Goal 4
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Studying abroad is a cornerstone of effective practice in international education, and providing opportunities for students to study abroad helps fulfill Administrative Procedure 4026 - philosophy and criteria for international education, as well as institutional goal #2 and institutional strategies outlined in the education plan.

The International Education Advisory Committee (IEAC) has focused on developing short-term study-abroad experiences as a key means to support student access. Greater affordability and reduced time commitments needed for short-term programs have increased equitable access to study abroad for MiraCosta College students from various backgrounds. As is true generally in study abroad, there has continued to be a more significant proportion of female students than male, which indicates an area for improvement. Still, all in all, the demographic data from our first two years of study abroad programs reflect considerable diversity and participation of underrepresented students in accordance with overall equity goals.

STATUS

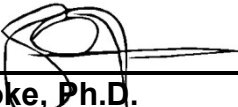
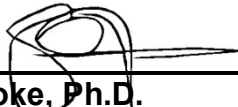
The efforts to reinstate a MiraCosta College faculty-led study abroad program have been years in the making. The IEAC has worked in dialogue with the vice presidents of Instruction and Student Services to develop this proposal following the process in the college’s Education Abroad Handbook. Based on the review of proposals, the Study Abroad Association (SAA) was selected for the Summer 2025 Japan Program.

The study abroad program is planned for May 31, 2025, through June 25, 2025. Participants will enroll for two summer courses, COMM 106 (Group Communication), taught by Professor Anthony Ongyod, and RELG 105 (Eastern Religions), taught by Professor Jeff Murico. The

program will be organized and arranged by SAA, which will offer hotel accommodations ranging between \$4,600-\$5,175, depending on the number of participant travelers. Financial aid opportunities will be provided through the Office of Financial Aid for those students who qualify. There is no impact on the general fund.

RECOMMENDATION

Approve the SAA faculty-led study abroad to Japan for summer 2025, for COMM 106 and RELG 105 authorize the director of purchasing, contracts, and material management to enter into an agreement with SAA.

Subject: Approve Association for Social Anthropology in Oceania Conference attendance in Nadi, Fiji – Spring 2025	Attachment: Conference Schedule
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> Information ✓ Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">✓ Goal 1</div> <div style="text-align: center;">✓ Goal 2</div> <div style="text-align: center;">✓ Goal 3</div> <div style="text-align: center;">Goal 4</div> </div>
Recommended:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

In compliance with Board Policy 7400, Employee Travel, MiraCosta faculty members and Mana Program Co-Coordinator Jade Hidle, Keli Ross-Ma’u, and Alexis Tucker-Sade are requesting approval to travel to Nadi, Fiji, from February 7 through February 16, 2025, to attend the Association for Social Anthropology in Oceania conference.

STATUS

The purpose of this trip is to attend the Association for Social Anthropology in Oceania conference where MiraCosta Mana students and faculty have been selected through a competitive process to facilitate a “talanoa/tok stori” session for undergraduate and early graduate students to discuss their experiences in higher education. MiraCosta College will be sending a team of six, that includes three Mana students and three employees. The goals include: connecting with other institutions across Oceania, exploring opportunities to participate in study abroad opportunities centered on exploring careers in Anthropology of the Pacific, Native/Indigenous Studies, Pacific Studies, and Cultural Studies, as well as learning about Pacific Islander-centered education and pedagogy.

RECOMMENDATION

Pre-approve the out-of-country travel for Jade Hidle, Keli Ross-Ma’u, and Alexis Tucker-Sade, and three students to Nadi, Fiji, on February 7-16, 2025, to attend the Association for Social Anthropology in Oceania conference, with a not-to-exceed cost of \$26,000.

ASSOCIATION FOR SOCIAL ANTHROPOLOGY IN OCEANIA (ASAO)



Dr. Alexis Tucker Sade, MPH
 ASAO Annual Meeting Site Coordinator
atuckersade@miracosta.edu

Dr. Cammi Webb-Gannon
 ASAO Program Coordinator
camellia@uow.edu.au

**Schedule Day/Time Template (Site and Program Coordinator EDIT ONLY)
 2025 Annual Meeting of the Association for Social Anthropology in Oceania (ASAO)**



Date: February (11)12–15, 2025

Board and Officers Schedule: Tuesday through Saturday

General Schedule: Wednesday through Saturday

Day/Date	Time	People	Layout	Notes
Tuesday	All Day Cultural Protocol Local Meeting/Ceremony	20	Meeting Room/Outdoor Covered Space	
Wednesday-Saturday 2/12-2/15	All Day 8 am-5 pm		Registration and Book Display	
Wednesday 2/12	Morning 9-11 am	12-16	Meeting Session	
	Evening 7-8 pm	25-30	Classroom/Conference/Meeting	
	Evening 8-9 pm	150	Theatre; Opening	
	Evening 9-10 pm	varies	Reception	
Thursday 2/13	Morning 9 am-12 pm	35	Meeting Session	
		35	Meeting Session	
		35	Meeting Session	
		20	Meeting Session	
		20	Meeting Session	
	Special 12:30-1:30 pm	30	PISA Scholars Luncheon	
	Afternoon 2-5 pm	35	Meeting Session	
		35	Meeting Session	
		35	Meeting Session	
		20	Meeting Session	
		20	Meeting Session	
Friday 2/14	Morning 9 am-12 pm	35	Meeting Session	
		35	Meeting Session	

		35	Meeting Session
		20	Meeting Session
		20	Meeting Session
	Afternoon 2-5 pm	35	Meeting Session
		35	Meeting Session
		35	Meeting Session
		20	Meeting Session
		20	Meeting Session
	Evening 6-8 pm	150	Theatre; Distinguished Lecture
	Evening 8-10 pm	150	Reception
Saturday 2/15	Morning 9 am-12 pm	35	Meeting Session
		35	Meeting Session
		35	Meeting Session
		20	Meeting Session
		20	Meeting Session
	Afternoon 2-5 pm	35	Meeting Session
		35	Meeting Session
		35	Meeting Session
		20	Meeting Session
		20	Meeting Session
	Evening 7-9 pm	150	Theatre; Closing Plenary
	Evening 9-10 pm	Varies	Reception

Subject: Approve Guaranteed Maximum Price and Corresponding Change Order to Design-Build Services Contract for the Oceanside Communications Hub, Equity Village and Student Center Project	Attachment: None
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <input checked="" type="checkbox"/> Goal 1 Goal 2 <input checked="" type="checkbox"/> Goal 3 <input checked="" type="checkbox"/> Goal 4
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

On October 21, 2021, the board approved docket item IX.B., which awarded a design-build services contract under the Measure MM program to Rudolph and Sletten and Gensler (“DBE”). This contract is for the design and construction of the Oceanside Communications Hub, Equity Village and Student Center project (hereinafter referred to as “Contract” and “Project”).

The Contract approved by the board at its October 21, 2021, meeting was for the DBE to provide two of the three phases of design-build services for the Project, which are Programming and Collaboration Phase Services (Phase 1 Services) and Design Through Agency Approval and Final Guaranteed Maximum Price Phase Services (Phase 2 Services) for the Project.

Per the Project’s Contract, at the conclusion of Phase 2 Services, and after obtaining Division of State Architect (“DSA”) approval of the construction documents for the Project, the DBE is to provide district staff and program management office staff (“PMO”) a proposed Guaranteed Maximum Price for Phase 3 Construction Phase Services (“GMP”) for the Project for district staff’s and PMO’s review and recommendation to the board for approval or rejection of the GMP. If the board approves the GMP for the Project, district staff/PMO will subsequently issue to DBE a change order for construction phase services for the board approved GMP amount.

Before DSA finalized its review and approval of the construction documents for the Project, to address and mitigate any impacts to this Project related to materials market escalation and supply chain disruptions, as well as to ensure the swing space portion of the Project was completed before the commencement of the district’s fall 2024 semester, the DBE submitted a proposed GMP to district staff and PMO for the swing space portion of the Project, as well as

the HVAC, plumbing, electrical, fire alarm, telecommunications, security and site utilities portions of the Project (“Partial GMP”).

After reviewing DBE’s proposed Partial GMP, and the DBE’s back up to support the proposed Partial GMP, district staff and the PMO finalized negotiations with the DBE for the Partial GMP and presented to the board a Partial GMP of \$1,274,194 for the swing space portion of the Project and a Partial GMP of \$15,527,724 for the HVAC, plumbing, electrical, fire alarm, telecommunications, security and site utilities portions of the Project (hereinafter collectively referred to as “Partial GMP”), which the board approved at its May 16, 2024, meeting.

STATUS

DSA approval of the project construction documents is imminent. To meet the district’s schedule for Project delivery, in advance of DSA approving the project construction documents, the DBE presented the PMO with a GMP for the balance of Construction Phase Services not included in the Partial GMP (“Final GMP”). District staff will set aside a district controlled allowance to cover any DBE revisions to the project construction documents that may result from DSA’s imminent approval of same, which district staff and PMO believe will be minimal, if any. Any unused portion of this allowance will be credited back to the district via a deductive change order to the Project’s Contract.



After reviewing DBE’s proposed Final GMP, district staff and PMO finalized negotiations with DBE bringing the Final GMP amount to \$32,349,796, which is now presented to the board for approval and recommended for approval by district staff and the PMO.

Inclusive of the Partial GMP approved by the board at its May 16, 2024, meeting and the proposed Final GMP, the total proposed GMP for Construction Phase Services for Project is \$49,151,713, which is within the board approved Project budget of \$69,346,329.

The Final GMP includes a District Controlled Construction Contingency in the amount of \$1,485,811 to cover any additional costs resulting from specified contingency events, such as market driven price fluctuations. Any unused portion of this District Controlled Construction Contingency will be credited back to the district via a deductive change order to the Project’s Contract at Project completion.

RECOMMENDATION

Given the foregoing, district staff, and the Program Management Office recommend as follows, and request that the board approve the Final Guaranteed Maximum Price of \$32,349,796 for the remainder of the Construction Phase Services portion of the Project not included in the Partial GMP previously approved by the Board; and approve the issuance of a change order to the Project Contract in the amount of \$32,349,796.

Subject: Approve Award of Contract to Universal Engineering Services (UES) for Special Inspection and Material Testing Services on Oceanside Communications Hub, Equity Village and Student Center Project	Attachment: None
Category: Consent item	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <input checked="" type="checkbox"/> Goal 1 Goal 2 <input checked="" type="checkbox"/> Goal 3 <input checked="" type="checkbox"/> Goal 4
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Division of State Architect (“DSA”) approval of the Oceanside Communications Hub, Equity Village and Student Center Project (“Project”) construction documents is imminent. To meet the district’s schedule for Project delivery, in advance of DSA approving the Project construction documents, district staff and the district’s Program Management Office (“PMO”) are asking the board to approve the Project GMP via a separate agenda item at today’s meeting.

In anticipation of the board approving the Project GMP, and to meet the district’s schedule for Project delivery, district staff and the PMO are also seeking the services of an inspection firm to provide special inspections and materials testing for the Project, which will be required immediately after Project GMP approval is obtained from the board.

STATUS



Associated with the provisions of the Field Act contained in California Education code section 81130 for Community Colleges, for projects requiring DSA review and approval, an owner must hire DSA-certified inspectors to oversee construction.

Pursuant to the District’s authority under, without limitation, Government Code sections 4526 and 53060; Education Code sections 81644 and 81656, applicable District policies regarding professional service procurements, and other applicable law, the District may award a contract to a firm to provide special inspection and materials testing services.

To this end, the PMO received proposals from three special inspection firms to provide such services for the Project. The PMO deemed UES to have the demonstrated competence and professional qualifications necessary for the satisfactory performance of special inspection and materials testing services for Project. The cost for these services was negotiated for a not-to-exceed fee of \$115,195. All costs associated with these special inspection and materials testing services are included as part of the Measure MM master program budget.

RECOMMENDATION

Given the foregoing, district staff and the Program Management Office recommend that the board approve the award of a contract to UES in the amount of \$115,195 for special inspection and materials testing services for the Oceanside Communications Hub, Equity Village and Student Center Project.

Subject: Approve Award of a Contract to NV5 for Geotechnical Soils Observation and Material Testing Services on Oceanside Communications Hub, Equity Village and Student Center Project	Attachment: None
Category: Consent item	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <input checked="" type="checkbox"/> Goal 1 Goal 2 <input checked="" type="checkbox"/> Goal 3 <input checked="" type="checkbox"/> Goal 4
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Division of State Architect (“DSA”) approval of the Oceanside Communications Hub, Equity Village and Student Center Project (“Project”) construction documents is imminent. To meet the district schedule for Project delivery, in advance of DSA approving the Project construction documents, district staff and the district’s Program Management Office (“PMO”) are asking the board to approve the Project GMP via a separate agenda item at today’s board meeting.

In anticipation of the board approving the Project GMP, and to meet the district’s schedule for Project delivery, district staff and the PMO are also seeking the services of an inspection firm to provide geotechnical soils observation and materials testing for the Project, which will be required immediately after Project GMP approval is obtained from the board.

STATUS

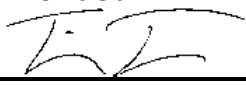
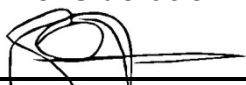
Associated with the provisions of the Field Act contained in California Education code section 81130 for Community Colleges, for projects requiring DSA review and approval, an owner must hire DSA-certified inspectors to oversee construction.

Pursuant to the District’s authority under, without limitation, Government Code sections 4526 and 53060; Education Code sections 81644 and 81656, applicable District policies regarding professional service procurements, and other applicable law, the District may award a contract to a firm to provide special inspection and materials testing services.

To this end, the PMO received proposals from two firms to provide such services for the Project. The PMO deemed NV5 to have the demonstrated competence and professional qualifications necessary for the satisfactory performance of geotechnical soils observation and materials testing for the Project. The cost for these services was negotiated for a not-to-exceed fee of \$119,561.70. All costs associated with these geotechnical soils observation and materials testing services are included as part of the Measure MM master program budget.

RECOMMENDATION

Given the foregoing, district staff and the Program Management Office recommend that the board approve the award of a contract to NV5 in the amount of \$119,561.70 for geotechnical soils observation and materials testing for the Oceanside Communications Hub, Equity Village and Student Center Project.

Subject: Approve OCN ADA Barrier Removal Settlement Agreement with Ayuma House Planning Company	Attachment: Ayuma Settlement Agreement
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 Goal 2 Goal 3 <input checked="" type="checkbox"/> Goal 4
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

After completing a competitive bidding process, in November 2023, the district awarded the contract for the Oceanside Campus ADA Barrier Removal (“Project”) to Ayuma Housing Planning Company (“Contractor”). The Contractor has completed construction of the Project. During construction of the Project, claims and disputes arose between the district and the Contractor. The Contractor asserted claims against the district for additional costs due to alleged additional work and the district asserted claims against the Contractor for delayed Project completion.

Through a series of discussions between the district, the district’s construction manager for the Project and the Contractor, a negotiated resolution of the respective claims and disputes of the district and Contractor has been reached. The mutually agreed upon resolution has been reduced to writing in a Settlement Agreement and Mutual Release.

STATUS

Mutual agreement has been reached between the district and the Contractor on the terms of the Settlement Agreement and Mutual Release. The Settlement Agreement and Mutual Release is the result of an extensive effort between district staff and the Contractor.

There are three (3) critical terms of the Settlement Agreement and Mutual Release:

- Resolution of district claims against the Contractor and Contractor claims against the district by a net payment of \$48,717 from the district to the Contractor for agreed upon additional work performed.

- The Contractor agreement not to submit bids or bid proposals for district projects for five (5) years.
- District and Contractor mutual release of the other from all claims arising out of Project construction, subject to the Contractor's indemnity of the district from claims of subcontractors/material suppliers and the exemption of district warranty or latent defect claims.

Final Adjusted Contract Price.

- (i) The original Contract Price was five hundred eleven thousand dollars (\$511,000), which includes a district controlled unforeseen conditions allowance of \$60,000.
- (ii) The Final Adjusted Contract Price (after deducting the Remaining Allowance unused unforeseen conditions allowance and incorporation of the Settlement Proceeds, and reduction for a deleted street light pole) is the sum of five hundred fifty-seven thousand and forty-seven dollars (\$557,047).



The terms of the Settlement Agreement and Mutual Release are in the best interests of the district. The Settlement Agreement and Mutual Release reflect reasonable assessment of the merit and value of the Contractor claims for additional payment and the district's claims against the Contractor for delayed Project completion. Resolution of the district and Contractor monetary claims against the other serve the district's interests by:

- Eliminating the time and costs of dispute resolution proceedings to resolve the district and Contractor claims against the other.
- Elimination of the risk of an unfavorable outcome on the Contractor claims against the district.
- Contractor indemnification of the district from subcontractor or material supplier claims
- District preservation of warranty and latent defect rights.
- Contractor agreement not to submit bids/bid proposals for five (5) years.

During the course of completing Project construction, the district encountered difficulties and challenges with the Contractor's compliance with contract/project requirements that are similar to the experience of the district with the Contractor on prior district projects completed by the Contractor. The agreement of the Contractor not to submit bids/bid proposals to the district has the effect of avoiding the possibility of the Contractor being awarded a construction contract for five (5) years. The Settlement Agreement and Mutual Release incorporates the Contractor's express agreement not to submit bids/bid proposals for district projects for five (5) years. The Settlement Agreement and Mutual Release also establishes that if the Contractor submits a bid or bid proposal for a district project in the next five (5) years, the district is authorized to reject such a bid/bid proposal for non-responsiveness.

RECOMMENDATION

Approve the Settlement Agreement and Mutual Release with Ayuma Housing Planning Company relating to the Oceanside Campus ADA Barrier Removal Project.

Subject: Approve Master Service Agreements for RFP No. 01-25, Ongoing DSA Construction Materials Test/Inspection Services	Attachment: Bid Summary-RFP No. 01-25
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> Information ✓ Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> Goal 1 Goal 2 ✓ Goal 3 Goal 4 </div>
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

There is an ongoing need for the district to contract with firms providing special inspection and testing services for various projects at the district. Historically, the district completed a separate procurement process for special inspection and testing services when the need arose. Each procurement of special inspection and testing services requires considerable preparation time and costs. The process includes a request for qualifications and proposals and related documents, advertising, completing pre-submittal meetings and responding to pre-submittal questions, evaluating submitted responses, and preparing agreements. To meet the ongoing service needs, reduce the burden on administrative staff, and reduce costs to obtain special inspection and testing services, the district issued a request for proposals (“RFP”) for the award of five-year term agreements for the ongoing DSA construction materials test/inspection services.

Key components of the RFP include:

- District award of multiple ongoing DSA construction materials test/inspection service agreements to establish a “pool” of service firms.
- When requested by the district, proposals submitted by the “pool” of DSA construction materials test/inspection firms for each project, a project assignment amendment will be issued to the firm selected for a project covering specific requirements for the project.

The RFP established evaluation criteria designed to assess the knowledge, skills, experience, and proposed pricing and that award of the ongoing services agreements would be to the highest-scored firms.

STATUS



RFP No. 01-25, ongoing DSA construction materials test/inspection services was issued by the Purchasing Department and advertised in the San Diego Union-Tribune on August 13 and 20, 2024. The RFP documents were made available and sent to 421 firms through the district's PlanetBids bid management portal system. Nine (9) firms submitted electronic proposals via PlanetBids by the deadline of September 5, 2024. Of the nine (9), seven (7) firms were deemed responsive. An evaluation committee was appointed that reviewed, evaluated, and scored the submitted RFP responses in accordance with the RFP evaluation criteria. The committee determined that it was in the best interest of the district to contract with the responsive firms:

- Atlas Technical Consultants LLC
- MTGL – Testing & Inspection
- Ninyo & Moore Geotechnical and Environmental Sciences Consultants
- NV5 West, Inc.
- RMA Group
- Twining, Inc.
- UES Professional Solutions, Inc.

Subsequently, district facilities staff confirmed that the above seven (7) service firms would be sufficient to ensure competition for each specific project and to cover the district's on-going DSA special inspection and testing service needs and should be awarded DSA construction materials test/inspection services master agreements for a five-year term. These projects will be funded by the district's Measure MM bond proceeds, other district funds or state appropriations.

RECOMMENDATION

Authorize the director of purchasing and material management to proceed with the award of RFP No. 01-25 to the above-referenced seven firms with five-year term on-going DSA construction materials test/inspection master services agreement.

Subject: Approve FF&E IT Purchase of Extron and Samsung Electronic Supplies for OCN ChemBiotech Building	Attachment: None
Category: Consent Items	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <input checked="" type="checkbox"/> Goal 1 Goal 2 <input checked="" type="checkbox"/> Goal 3 <input checked="" type="checkbox"/> Goal 4
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

As part of the Measure MM Bond Program, the purchasing of furniture, fixtures, and equipment (FF&E) is needed in association with new construction and renovation projects. This need for FF&E is related to the project needs identified for the ChemBiotech Building at the Oceanside campus.

STATUS

California Public Code section 20652 allows public agencies to utilize bids awarded by other public agencies (also known as piggyback) obtaining the same price and the same terms and conditions as the awarding agency when the awarding agency follows the statutory criteria for competitive bidding and when the pricing and terms have proven to be in the best interest of the district. The district has identified the use of the CMAS Contract Extron Electronics 3-16-70-2382B and CMAS Contract Southland Technology 3-23-09-1043 for the purchase of specific items at the lowest cost and best overall value for district purchases.



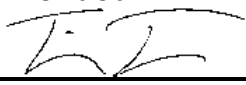
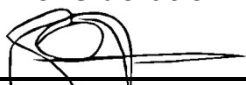
The equipment purchases have been identified with a total cost not to exceed \$210,000 and detailed below:

Project Name	NTE Cost	Supplier
ChemBiotech	\$210,000	Southland Technology

Funds for equipment are budgeted within the district’s Measure MM funds.

RECOMMENDATION

Authorize the assistant superintendent/vice president, administrative services to proceed with the procurement with Southland Technology.

Subject: Approve Master Services Agreement with OpenClassrooms for California Apprenticeship Initiative Grant	Attachment: <u>California Apprenticeship Initiative Grant</u>
Category: Consent Items	Type of Board Consideration: <div style="text-align: center;">  Information Consent Action </div>
Institutional Goals: <u>mcc_mission_statement.pdf (miracosta.edu)</u>	Institutional Goal Supported: <div style="text-align: center;">  Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

MiraCosta College was awarded a three-year, \$1.5 million grant from the Chancellor’s Office California Apprenticeship Initiative (CAI) to develop apprenticeship and pre-apprenticeship programs in collaboration with OpenClassrooms. These programs will focus on training software developers, cybersecurity analysts, data analysts, digital marketers, and IT help desk professionals. OpenClassrooms, known for its innovative online, competency-based apprenticeship model, will provide a blend of online learning, real-life projects, weekly 1:1 mentor meetings, and peer support to train at least 150 participants (a minimum of 50 Pre-apprentices and 100 Apprentices) by mid-2027. It will conduct apprentice outreach, recruitment, onboarding, skills acquisition, skills attainment, and assessments to ensure participants are progressing in their apprenticeship program. OpenClassrooms will also market the program opportunities to its network of partner employers and to local employers sourced by the district to meet the needs of employer partners by matching apprentices to employers and case-managing the employer experience.

With over 2,500 apprentices globally, OpenClassrooms is expanding its reach in California to support high-wage, high-demand careers. This partnership aligns well with the district’s existing credit programs and will enable students to earn a sustainable wage while studying and working as registered apprentices. The College plans to enhance its apprenticeship offerings by creating pathways from noncredit to credit programs, utilizing credit for prior learning and accelerated learning models. As part of the CAI grant, the district will enter into a three-year, \$1.2 million Master Services Agreement with OpenClassrooms to develop these apprenticeship programs.





STATUS

Government Code Section 53060, "Special Services and Advice," allows public or municipal corporations or districts to contract with individuals for specialized services and advice in areas such as financial, economic, accounting, engineering, legal, or administrative matters, provided these individuals are specially trained, experienced, and competent. OpenClassrooms' services, including all aspects of the internships, qualify as special services in financial, economic, and administrative matters pursuant to Government Code Section 53060. OpenClassrooms has demonstrated the necessary special training, experience, and competence to perform these services, as outlined in its Agreement.

The funds for these services are allocated within the CAI grant, managed by the associate dean of the school of career education.

RECOMMENDATION

Authorize the vice president, administrative services to negotiate and execute a \$1.2 million agreement with OpenClassrooms under the CAI grant.

Subject: Ratify and Approve Contracts and Purchase Orders	Attachment: Contract and Purchase Order Ratification List
Category: Consent Items	Type of Board Consideration: <div style="text-align: center;">  Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="text-align: center;">  Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

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 2024 = \$114,500.00), 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
August 20, 2024 - September 24, 2024**

In accordance with Board Resolutions #13-10/11 and #14-10/11, the following public works transactions were procured in compliance with the California Uniform Public Construction Cost Accounting Act (CUPCCAA) per PCC §220000 et seq.

CUPCCAA POs from \$5,000 – \$200,000			
PO #	Vendor	Description	Amount
24004170	Maurice Gannon	Old Gym Driveway Sidewalk Repair (Fac)	\$24,900.00
24003835	Maurice Gannon	CDC Yard 4 Drainage (Fac)	\$19,350.00
24003834	Maurice Gannon	3A-Barnard Sidewalk, Curb & Gutter (Fac)	\$18,500.00
24004154	R & W Holding Co.	SAN 200 Sewer Drain Repair (Fac)	\$12,385.00
24004165	Maurice Gannon	2A-2700 Crosswalk Curb Ramps (Fac)	\$12,300.00
24003960	Eugene Fitzpatrick	Add Receptacles OC 3400/4800/7000 (Fac)	\$8,119.00
24003839	Maurice Gannon	Bollard Installation 6000 & 4200 (Fac)	\$7,750.00
24004157	Maurice Gannon	Barnard Toe of Slope Drainage (Fac)	\$6,000.00
24004223	San Diego Tropicals	Site Improvement (Fac)	\$5,881.73

In accordance with BP/AP 6340—Bids and Contracts, Emergency Repair Contracts Without Bid, the following transactions were procured when repairs or alternations are necessary to continue existing classes or to avoid danger of life or property.

Emergency Repair Contracts Without Bid			
PO #	Vendor	Description	Amount
	No entries this month		

Per BP/AP 6330—Purchasing and Contracts, the following transactions were procured using various award methods. This may include soliciting at least three (3) competitive written quotes, pre-existing contracts, or negotiations to maximize the district's value.

POs from \$25,000 - \$114,500			
PO #	Vendor	Description	Amount
24003782	Ellucian Company LP	Software Equipment (ITS)	\$108,445.00
24003847	Grand River Solutions, Inc.	Contract Services (HR)	\$97,720.00
24003750	North State Environmental	Services (Fac)	\$89,000.00
24003787	Revive Media	Advertising (PIO)	\$70,362.50
24003856	Alliant Insurance Services, Inc.	Contract Services (HR)	\$67,000.00
24003974	David C. Johnson Theatrical Lighting, Inc.	Instructional Supplies/Equipment (Theatre)	\$65,961.26
24003777	Jobelephant.Com Inc	Advertising (HR)	\$64,950.00
24004218	Stumpmasters Tree Service Inc.	Site Improvement (Fac)	\$61,704.96
24004065	ISSSQUARED, Inc.	Software Renewal (ITS)	\$58,692.00
24003796	Intesa Communications Group LLC	Contract Services (PIO)	\$50,000.00
24004128	National Conflict Resolution Center	Contract Services (Div Off)	\$50,000.00
24004308	Vertiv	Maintenance Agreement (Fac)	\$45,896.00
24004285	AO Reed & Co	Maintenance Agreement (Fac)	\$45,242.00
24004213	NV5 Inc	Contract Services (Fac)	\$40,000.00
24004306	Dell	Punchout (Fac)	\$35,912.20
24004066	CDW Government Inc	Contract Services (ITS)	\$35,000.00
24004002	Ascend Learning Holdings LLC	Software (Fac)	\$34,477.63
24003821	Accenture LLP	Contract Services (ITS)	\$31,875.00
24003805	ExamSoft Worldwide LLC	Software (Nurs)	\$25,540.76
24004284	TK Elevator Corp	Maintenance Agreement (Fac)	\$25,440.00
24004261	National Conflict Resolution Center	Contract Services (Div Off)	\$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
24004328	Mason Interactive Inc.	Advertising (PIO)	\$24,000.00
24003931	Pearson Education	Supplies (Comm Ed)	\$22,967.25
24004144	Medical Shipment LLC	Instructional Supplies (Career Ed)	\$22,245.10
24004145	Artic Wolf Networks, Inc	Contract Services (HR)	\$20,650.00
24004171	MJK Architecture	Building Architect (Fac)	\$20,000.00
24004262	T-Mobile USA Inc.	Contract Services (Lib)	\$19,680.00
24003925	JoVE	eResource subscription (Lib)	\$16,870.00
24004317	HCI Systems Inc	Maintenance Agreement (Fac)	\$16,738.00
24003929	Follett Higher Education Group, LLC	Subscription (STD EQ)	\$16,210.44
24004276	B&H	Punchout (Career Ed)	\$16,143.80
24003849	SimX, Inc	Software Maintenance (Nurs)	\$15,800.00
24004064	Higher Edge Consulting LLC	Contract Services (Fin Aid)	\$15,000.00
24004269	Nth Generation Computing	Contract Services (ITS)	\$13,500.00
24003887	CENGAGE Learning Inc / Gale	Instructional Supplies (Comm Ed.)	\$13,244.00
24003870	Axon Enterprise	Contract Services (Police)	\$12,433.51
24003846	iCIMS, Inc.	Contract Services (HR)	\$11,924.08
24004140	Laerdal Medical Corporation	Equipment and Software (Career Ed)	\$11,921.95
24004200	Community College League of California	Institutional Membership (Pres)	\$11,525.00
24004078	CHC Refrigeration Inc	Maintenance Agreement (Fac)	\$11,500.00
24004279	Explore Colleges	Contract Services (Std Svcs)	\$10,750.00
24003893	Goodman Center	Contract Services (Pres)	\$10,500.00
24003776	MiraCosta College Foundation	Institutional Membership (pres)	\$10,400.00
24004273	BendPak Inc	Instructional Equipment (Auto)	\$10,386.59
24003953	MiraCosta Child Development Center	Student Financial Aid (EOPS)	\$10,000.00
24004155	Facilities Planning and Consulting	Services (Fac)	\$10,000.00
24004206	TargetX.com LLC	Software (Instruct Serv)	\$10,000.00
24004229	Alchemer LLC	Software Renewal (ITS)	\$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
24003888	Cambridge University Press	Instructional Supplies (Comm Ed)	\$9,896.27
24004280	Stericycle Inc	Maintenance Agreement (Fac)	\$8,747.52
24004175	Big Tree Capital Partners, LLC	Contract services (Foun)	\$8,690.00
24004001	Snap-on Inc	Equipment (Fac)	\$8,668.24
24003928	CulinArt Group	Blanket PO (Puente)	\$8,660.00
24004142	San Diego Newspaper Holdings, LLC	Advertising (Pur)	\$8,660.00
24004205	Imperial Sprinkler Supply	Supplies (Fac)	\$8,623.87
24004108	MPS North America LLC	eResource Subscription (Lib)	\$8,340.00
24003926	American Chemical Society	eResource subscription (Lib)	\$8,121.00
24003876	Loomis Armored US, LLC	Contract Services (Cashier)	\$7,000.00
24004063	Higher Edge Consulting LLC	Contract Services (Fin Aid)	\$7,000.00
24004153	iContact Marketing Corp	Subscription (PIO)	\$6,265.00
24004314	Melanie Adams	Supplies (Hort)	\$6,230.61
24003840	Home Depot	Furniture (Pur)	\$6,192.00
24004270	Clum Media, Inc.	Contract Services (ITS)	\$6,171.51
24004141	Lightwright LLC	Software Maintenance (Career Ed)	\$6,115.00
24003881	Waxie Punchout	Punchout (Fac)	\$5,936.23
24004150	Waxie Punchout	Punchout (Fac)	\$5,927.11
24004020	California Community Colleges Chancellor's Office	Contract Services (Std Svcs)	\$5,900.00
24004174	Oceanside Chamber of Commerce	Institutional Membership (PIO)	\$5,200.00

24004016	San Diego North Economic Development Council	Institutional Membership (PIO)	\$5,000.00
24004173	Kevin Duffy-Deno	Contract Services (Wrk Dev)	\$5,000.00

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

Change Orders			
PO #	Vendor	Description	Amount
	No entries this month		

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

Construction Contract Change Orders			
PO #	Vendor	Description	Amount
	No entries this month		

Total Contract Expenditures: \$1,794,139.12
Ratify MCC purchase orders August 20, 2024 through September 24, 2024

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 #	Other Party	Description	Amount
24000124	Academic Impressions	Academic Impressions HR Software Agreement 24-27	\$90,000.00
24000127	Academic Impressions	Academic Impressions Membership Agreement	\$90,000.00
24000125	Axon Enterprise	Axon Body Cameras & Services	\$57,464.47
24000128	CDW-G	MiraCosta College-2024.07-Adhoc support	\$56,200.00
24000129	CDW Government Inc	Contract Name MiraCosta College-2024.07-Adhoc support	\$56,200.00
24000123	iCIMS, Inc.	Skill Survey - Applicant Tracking	\$38,334.73
24000131	TargetX.com LLC	TargetX.com Premier Lite Agreement	\$10,000.00
24000133	CAST, Inc.	Training for NSF grants	\$5,000.00
24000130	Grand Pacific Carlsbad Hotel, LP	CEWD, ESL, Digital Literacy, Leadership Training	\$3,375.00
24000135	National Association of Teachers of Singing	MOU - Vocal and Choral Workshop.	\$0.00
24000136	California Center for the Arts, Escondido	MOU - California Center for the Arts - Concert Hall	\$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
24000132	Encinitas Friends of the Arts	Dia De Los Muertos - SAN 2024	\$0.00

**Capital Improvement Program Contract and Purchase Order Ratification List
August 20, 2024 - September 24, 2024**

In accordance with Board Resolutions #13-10/11 and #14-10/11, the following public works transactions were procured in compliance with the California Uniform Public Construction Cost Accounting Act (CUPCCAA) per PCC §220000 et seq.

CUPCCAA POs from \$5,000 – \$200,000

PO #	Vendor	Description	Amount
	No entries this month		

Per BP/AP 6330—Purchasing and Contracts, the following transactions were procured using various award methods. This may include soliciting at least three (3) competitive written quotes, pre-existing contracts, or negotiations to maximize the district's value.

POs Greater Than \$25,000

PO #	Vendor	Description	Amount
24003785	Fisher Science Education	04202 Chem Bio Bldg. - Science Instructional Equipment purchase	\$445,500.13
24003845	Cauvel & Dacey P.C.	Legal services for multiple projects	\$236,607.50
24004003	Krueger International Inc	04215 Media Arts Bldg. - Furniture	\$193,533.48
24003762	Dell Marketing L P	04203 Student Services Bldg. - New Computers	\$167,943.75
24004090	VWR International LLC	04202 Chem Bio Bldg. - Science Instructional Equipment	\$111,201.03
24003962	Fisher Science Education	04202 Chem Bio Bldg. - Science Instructional Equipment purchase	\$102,431.60
24003761	Parron Hall Office Interiors	04215 Media Arts Bldg. - Allsteel Furniture purchase	\$92,551.38
24003784	CDW Government Inc	04215 Media Arts Bldg. - Technology Equipment purchase	\$71,052.78
24003822	ePlus Technology, Inc.	04203 Student Services Bldg. - ITS Equipment purchase	\$47,646.24
24003963	TBF Investments, LLC	04203 Student Services Bldg. - Food Cooling Equipment	\$46,264.83
24004127	ABC School Equipment Inc	04203 Student Services Bldg. - Office whiteboards and tackboards	\$40,591.78
24003965	SHI	04203 Student Services Bldg. - Visix Equipment	\$36,727.33
24003871	Vital Inspection Services Inc	04118 DSA Inspection Services for Path of Travel project	\$36,720.00
24004087	Consolidated Building Systems, Inc.	04203 Student Services Bldg. - Smart Hands PC Move	\$33,875.00

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
24004086	Vital Inspection Services Inc	04205 Inspection Services for Communications Hub Project (3000s Series)	\$16,848.00
24004004	Spacesaver Intermountain	04215 Media Arts Bldg. - Spacesaver Shelves	\$16,462.60
24003957	ABC School Equipment Inc	04203 Student Services Bldg. - Double Sided White boards on Casters	\$13,479.72
24004089	Lowe's	04203 Student Services Bldg. - Appliances purchase	\$12,634.37
24004163	Krueger International Inc	04203 Student Services Bldg. - Wire Management Accessories	\$12,189.96

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
24004095	Botsford Construction Inc	04201 Allied Health Bldg. - Health & Wellness Sink Skirt Work	\$7,760.00
24004162	Parron Hall Office Interiors	04203 Student Services Bldg. -Screens for Career Transfer & Brochure Displays	\$7,556.59
24003817	Parron Hall Office Interiors	04203 Student Services Bldg. - Outdoor furniture installation	\$5,755.65
24004088	Lowe's	04203 Student Services Project -Appliances	\$3,852.19
24004094	Division of the State Architect	04118 Bldg. 500 - Plan Review fee for SAN Path of Travel Project	\$2,314.95
24004093	Medical Shipment LLC	04203 Student Services Bldg. - Medical Blood Draw Chair	\$1,590.17
24003756	CDW Government Inc	04203 Student Services Bldg. - Surge protectors	\$687.73
24003956	City of Oceanside	04205 Hub Project - Fire Dept Submittal Fee for Communications (3000s Series)	\$547.00
24004151	Lowe's	04205 Hub Project - Mini Fridge for T220 Faculty for Communications (3000s Series)	\$224.64




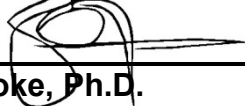
In accordance with Public Contract Code Sections 20651, 20655, 20659, Education Code Section 81656, and Board Agenda Item VIII.L (12/9/15), the following transactions were entered into and approved by the vice president, administrative services.

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
24003966	Balfour Beatty Construction LLC	04215 Media Arts Bldg. - Change Order	\$123,343.00

Total Contract Expenditures: \$1,887,893.40			
Ratify purchase orders — 2400: 3761, 3785, 3762, 3784, 3845, 3871, 3963, 3962, 3965, 4003, 4087, 4090, 4127, 3822, 3957, 4004, 4163, 4086, 4089, 3756, 3817, 4162, 3956, 4088, 4094, 4093, 4095, 4151, 3966			

Subject: Adopt the MiraCosta Community College District Initial Proposal to the MiraCosta College Faculty Assembly	Attachment: None
Category: Action	Type of Board Consideration: Information Consent Action 
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 Goal 2 Goal 3 Goal 4 
Recommended:  _____ Charlie Ng Vice President, Human Resources	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The collective bargaining agreement between the district and the MiraCosta College Faculty Assembly expires on June 30, 2025.

As required by Government Code § 3547, the district’s initial proposal for a new agreement must be presented at a public meeting, the public has to be given a chance to comment on the proposal, and the Board of Trustees has to adopt the proposal at a public meeting. This process is generally done in three steps: (1) in a closed session on negotiations, what the district anticipates proposing is discussed and agreed upon; (2) at a board meeting, the district presents the initial proposal publicly to the board as an information item; and, (3) the proposal is put on the next board agenda for public comment and board approval.

STATUS

The district intends to negotiate changes in the terms and conditions of employment contained in the following articles of the agreement with the MiraCosta College Faculty Assembly for the contract period to commence on July 1, 2025.



Article B: Support for Academic Senate and Faculty Assembly Functions: Negotiate terms for reassigned time for various areas of reassigned time.

Article C: Faculty Workloads: Negotiate institutional service hours (FLEX), the academic calendar, and online class assignments. Negotiate revision to Contractual Workload Calendar, Reassigned Workloads, and Stipends. Negotiate Summer Reassign Time and remove obsolete language.

- Article D: Compensation: Negotiate compensation.
- Article E: Department Chairs and CTE Duties: Clarify voting procedures and criteria for the evaluation of the department chair. Negotiate reassigned time.
- Article H: Evaluation and Tenure: Negotiate evaluation, appeal procedures, and reassigned time.
- Article I: Professional Development: Negotiate memberships and international travel approval process.
- Article J: Fringe Benefits: Negotiate health and welfare benefits
- Article L: Rights, Responsibilities, and Due Process: Negotiate investigations, due process, and discipline.
- Appendix 5: Tables of Reassigned Time and Stipends: Negotiate reassigned time and stipends.

RECOMMENDATION

Adopt the MiraCosta Community College District Initial Proposal to the MiraCosta College Faculty Assembly for the Contract to Commence July 1, 2025.

Subject: Approve Award of a Design-Build Services Contract for RFQ/P #MM-24-002 Oceanside B4700 Professional Development Renovation Project and Adopt Resolution No. 4-24/25	Attachment: Resolution No. 4-24/25
Category: Action Items	Type of Board Consideration: Information Consent Action <div style="text-align: right; margin-right: 50px;">✓</div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">✓ Goal 1</div> <div style="text-align: center;">Goal 2</div> <div style="text-align: center;">✓ Goal 3</div> <div style="text-align: center;">✓ Goal 4</div> </div>
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

RFQ/P #MM-24-002 is a design-build procurement under the Measure MM program to design and renovate the existing B4700 Professional Development Building on the Oceanside Campus. The procurement was conducted pursuant to Education Code sections 81700 et seq., and the contract is being awarded on a “Best Value” basis as permitted by Education Code sections 81700 et seq. “Best Value” means: “a value determined by objective criteria and may include, but need not be limited to, price, features, functions, life-cycle costs, and other criteria deemed appropriate by the community college district.” “Design-build” means: “a procurement process in which both the design and construction of a project are procured from a single entity”; and “Design-build entity” means: “a corporation, limited partnership, partnership, or other association that is able to provide appropriately licensed contracting, architectural, and engineering services as needed pursuant to a design-build contract.” Education Code sections 81701 (a), (b), and (c).

The benefits of a design-build contract project delivery system include accelerated completion of the project, cost containment, reduction of construction complexity, and reduced exposure to risk for the community college district. The Legislature has also found that the cost-effective benefits to the community college districts are achieved by shifting the liability and risk for cost containment and project completion to the design-build entity.

STATUS

As authorized by the statutory scheme, the procurement was conducted in a two-step process. Step one consisted of a Request for Qualifications under which interested design-build entities were prequalified to submit proposals for the Project. Step two was the issuance of a Request for Proposals to the three (3) pre-qualified proposers determined through step one. All three (3) finalists submitted proposals.

The Request for Proposals set forth the scope of the Project, including, without limitation: performance specifications covering the quality of materials, equipment, and workmanship, preliminary plans or building layouts, and other information deemed necessary to describe adequately the district's needs. The Initial Project Criteria documents for the Project were prepared by a design professional duly licensed and registered in California to perform the requisite services. The Initial Project Criteria documents also included factors such as: design approach, life cycle costs, project features, and project functions.

The proposals submitted were evaluated by a Selection Committee using the Uniform Scoring factors set forth in the Request for Proposal Documents. Upon completion of the scoring, the finalists were ranked from the most advantageous to least advantageous to the district. The district then conducted negotiations with the highest ranked finalist, but there were still terms and conditions to which there was not mutual agreement. The district then issued a Request for Best & Final Offers to all three (3) finalists. The district reviewed the Best & Final Offer submitted pursuant to the Request for Best & Final Offers and district staff is making the Recommendation for Award of the Design-Build Contract as set forth below.

Findings

Pursuant to Education Code section 81702 (a) the District's Board of Trustees ("Board") is required to make written findings supporting the award of the Design-Build Contract.

District staff submits the following written findings to the Board to review and adopt said findings, provided the Board agrees therewith, as the Board's own findings in support of the award of the contract in question.

After evaluation of the traditional design, bid, and build process of community college facility construction and of the design-build process, it has been determined that the use of the design-build process on the Oceanside B4700 Professional Development Renovation project ("Project") will: (1) provide features not achievable through the traditional design-bid-build method (such as permit the general contractor to design the Project, involve subcontractors in the design process, and directly hire an architect and engineers to form a design-build team); (2) expedite the Project's completion; (3) reduce costs; and (4) shift the risk of design for the Project to the Design-build entity.

A Best and Final Offer was received by the district on September 20, 2024, pursuant to the Request for Best and Final Offers. One (1) finalist reduced its proposed price, and the scoring was adjusted accordingly.

Based on the factors and scoring criteria set forth by the district in the Request for Proposals, the finalists average scores, rankings and design and construction phase pricing are as follows:

1. Align Builders, Inc. and SGPA Architecture and Planning (“Align”)

Total Average Score:	665
Total Design Phase Price:	\$439,987
Project Insurance Cost:	1.10% of Align’s Direct/Hard Construction Costs
Overhead and Profit:	6% of Align’s Direct/Hard Construction Costs
General Conditions:	\$489,993

2. BNB Builders and Delawie (“BNB”)

Total Average Score:	638
Total Design Phase Price:	\$308,298
Project Insurance Cost:	1.10% of BNB’s Direct/Hard Construction Costs
Overhead and Profit:	4.50 % of BNB’s Direct/Hard Construction Costs
General Conditions:	\$464,264

3. Menemsha and tBP Architects (“Menemsha”)

Total Average Score:	642
Total Design Phase Price:	\$391,310
Project Insurance Cost:	2.0% of Menemsha’s’ Direct/Hard Construction Costs
Overhead and Profit:	7.50% of Menemsha’s Direct/Hard Construction Costs
General Conditions:	\$232,143

Note: The “Total Design Phase Price(s)” set forth above include pricing for Programming and Collaboration Phase Services, Design through Agency Approval Phase Services, and the Design-build entity’s preparation of its Proposed Guaranteed Maximum Price. The Proposers’ Price Proposals, as set forth above, also included pricing for General Conditions, as well as Project Insurance Costs, and Overhead and Profit` the latter two costs provided as a percentage of the Design-build entities’ Direct/Hard Construction Costs during the Project’s Construction Phase Services. The Final Guaranteed Maximum Price for Construction Phase Services for the Project will be determined based upon “open book” competitive proposals for the subcontractor trade packages developed and prepared by the the Design-build entity after obtaining Division of State Architect approval of the Construction Documents for the Project, as well as the above referenced pricing received in Proposer’s Price Proposal for Construction Phase Services.

Based on the factors and scoring criteria set forth by the district in the Request for Proposals, district staff has determined that Align Builders, Inc.’s Proposal presents the Best Value to the district.

The proposed pricing from Align Builders, Inc. for: (1) Programming and Collaboration Phase Services (“Phase 1 Services”); (2) Design Through Agency Approval and Final Guaranteed Maximum Price Phase Services (“Phase 2 Services”); and (3) General Conditions, for the design-build contract, is as follows:

1. **Project No. 04237 – Oceanside B4500 Science Building Renovation Project:** Phase 1 Services: \$89,622; Phase 2 Services: \$350,365.00 and General Conditions Costs \$489,993.

RECOMMENDATION

Given the foregoing, district staff, the Project Management Office, and outside legal counsel recommend as follows and request that the board take the following actions:

1. Adopt the written Findings set forth above herein as findings of the board;
2. Approve Resolution No. 4-24/25 set forth below;
3. Approve the Award of the Design–Build Contract for the Oceanside B4700 Professional Development Renovation Project to Align Builders, Inc. and SGPA Architecture and Planning;
4. Direct staff to bring the final proposed Guaranteed Maximum Price for the Construction Phase of the Design-Build Contract back to the Board for approval when district staff has received same from the awardee; and
5. Authorize payment of a stipend of \$1,000 to each of the two (2) unsuccessful finalists who are: BNB Builders and Delawie, and Menemsha and tBP Architects, respectively.

MIRACOSTA COMMUNITY COLLEGE DISTRICT

**RESOLUTION NO. 4-24/25
ENTER INTO DESIGN-BUILD CONTRACT FOR THE DESIGN AND CONSTRUCTION OF
OCEANSIDE B4700 PROFESSIONAL DEVELOPMENT RENOVATION PROJECT**

WHEREAS, the Board of Trustees of the MiraCosta Community College District (“District”) have been requested to make a finding that it is in the best interest of the District to enter into a design-build contract for the Oceanside B4700 Professional Development Renovation Project and approve the use of a design-build contract for the Oceanside B4700 Professional Development Renovation Project pursuant to Education Code Section 81702(a);



WHEREAS, Education Code Section 81702(a) provides, in pertinent part, that: “Upon a determination by a community college district governing board that it is in the best interest of the community college district, the governing board may enter into a design-build contract for both the design and construction of a community college facility if that expenditure exceeds two million five hundred thousand dollars (\$2,500,000) if, after evaluation of the traditional design, bid, and build process of community college facility construction and of the design-build process in a public meeting, the governing board makes written findings that the use of the design-build process on the specific project under consideration will accomplish one of the following objectives: reduce comparable project costs, expedite the project’s completion, or provide features not achievable through the traditional design-bid- build method.”

WHEREAS, Education Code Section 81702(a) requires the Board to make certain findings;

WHEREAS, the District’s expenditure for the Oceanside B4700 Professional Development Renovation exceeds two million five hundred thousand dollars (\$2,500,000);

NOW THEREFORE BE IT RESOLVED THAT:

- 1.** The Board has determined that it is in the best interest of the District to enter into a design-build contract for the design and construction of the Oceanside B4700 Professional Development Renovation Project;
- 2.** The Board hereby adopts the findings and conclusions of District staff as set forth in the Board Item as the Board’s own findings and conclusions; and
- 3.** The Board accepts and approves the recommendations submitted by District staff, the Program Management Office, and outside legal counsel as set forth above.

Subject: Appoint Independent Citizens' Bond Oversight Committee Members	Attachment: None
Category: Action Items	Type of Board Consideration: Information Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 Goal 2 Goal 3 Goal 4
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

After the passage of Measure MM on November 8, 2016, the governing board established an Independent Citizens' Bond Oversight (ICBOC) committee on March 9, 2017, as required by state law. The purpose of the committee is to keep the public informed about the expenditure of bond revenues, review and report on the proper expenditure of taxpayers' money for school construction and advise the public as to the MiraCosta Community College District's compliance with Proposition 39 requirements, as contained in the California Constitution. The committee consists of seven (7) members as follows:

- One (1) member active in a business organization representing the business community located in the district
- One (1) member active in a senior citizens' organization
- One (1) member active in a bona-fide taxpayers association
- One (1) student enrolled and active in a community college support group
- One (1) member active in a support organization for the district, such as a foundation
- Two (2) members of the community at large

Per the Independent Citizens' Bond Oversight Committee Bylaws, Section 5. Membership, 5.4 Term, "...each member shall serve a term of two (2) years, commencing as of the date of appointment by the board. No member may serve more than three (3) consecutive terms..."

STATUS

Four vacancies were created on the committee with the resignations of the community-at-large representative, William Howe, and the completion of the first terms of Ellen Marciel, senior citizens' organization representative, Michael Krival, community-at-large

representative, and Brandon Quandt, student representative. According to [Administrative Procedure 6740: Independent Citizens' Bond Oversight Committee](#) under Notification, an ad must be run for forty-five days advertising the vacancy. The recruitment process closed on September 30, 2024. The superintendent/president recommends the following individuals to the vacant positions:

Name	Organization Represented
Michael Krival	At-Large Community Member
Ellen Marciel	Senior Citizens' Organization
Brandon Quandt	Student
Gigi Gleason	At-Large Community Member

Michael Krival has served on the ICBOC since November 2022 and brings with him an extensive background in law and finance, as well as service on the Venice Chamber of Commerce and the San Diego Food Bank Advisory Board. It is recommended that Mr. Krival be appointed for a second two (2)-year term.

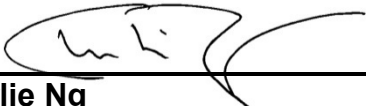

Ellen Marciel has served on the ICBOC since October 2022 and comes to the committee with extensive experience in public-sector construction project management and community involvement, holding leadership roles on a number of boards. It is recommended that Ms. Marciel be appointed for a second two (2)-year term.

Brandon Quandt has served on the ICBOC since October 2022 and is an active member of the Associated Student Government, where he serves as the chair of the ASG Appointment Workgroup. It is recommended that Mr. Quandt be appointed for a second two (2)-year term.

Gigi Gleason is a long-time resident of Oceanside, CA, and has served the community as a member of over 20 support organizations over the years, including the Tri-City Hospital Foundation, Mission San Luis Rey, Oceanside Chamber of Commerce, Boys and Girls Club of Oceanside, and the MiraCosta College Foundation. Ms. Gleason's background includes banking, event planning, and teaching. It is recommended that Ms. Gleason be appointed for a first two (2)-year term beginning in October 2024.

RECOMMENDATION

Appoint Independent Citizens' Bond Oversight committee members, as stated above.

Subject: Sunshine the MiraCosta College Faculty Assembly Initial Proposal to the MiraCosta Community College District for the Contract to Commence July 1, 2025	Attachment: None
Category: Information	Type of Board Consideration: Information <input checked="" type="checkbox"/> Consent Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 Goal 2 Goal 3 Goal 4 <input checked="" type="checkbox"/>
Recommended:  _____ Charlie Ng Vice President, Human Resources	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The collective bargaining agreement between the district and the MiraCosta College Faculty Assembly expires on June 30, 2025.

As required by Government Code § 3547, the Faculty Assembly’s initial proposal for a new agreement must be presented at a public meeting and the public has to be given a chance to comment on the proposal.

STATUS

The Faculty Assembly intends to negotiate changes in the terms and conditions of employment contained in the following articles of the agreement with the MiraCosta Community College District for the contract period to commence on July 1, 2025.

ARTICLE C: Faculty Workloads: Negotiate Non-Classroom (Counselors/Librarians) on-campus requirements; elimination of overload maximums; increased compensation for conducting Associate Faculty Observation/Evaluations; Noncredit Workload factor; addition of Joyful Teacher as a Permanent Standing position; impacts of new Academic Calendar Proposal.


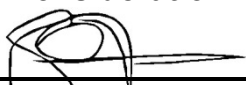
ARTICLE D: Compensation: Negotiate Salary Schedule/COLA increases; elimination of Non-contractual Compensation Cap; increase to non-contractual pay/parity factor; addition of matching funds for 403b/457b.

ARTICLE E: Department Chairs and CTE Duties: Negotiate Reassigned Time and Improvements to Department Chair RT formula; compensation for work during end of fall/spring start; increased administrative support for Chairs, particularly with Workday.

- ARTICLE H: Evaluation and Tenure Review: Negotiate simplified procedures and requirements of Tenure Candidate Evaluation; streamlined requirements for Tenured Faculty Evaluation; increased Reassigned Time for TREC Chair to reflect increasing responsibilities.
- ARTICLE I: Professional Development: Negotiate increase in yearly travel and professional development allowance; more flexibility in sharing funds within division or opportunity for individual one-year carry over; codification of travel and professional development funds during sabbatical.
- ARTICLE J: Fringe Benefits: Negotiate district paid retiree supplemental health plan; opportunity to provide “gap” medical coverage for Retirees who reach Medicare age but have younger partners and/or dependent children.
- ARTICLE K: K.4.0 Incentive for Early Notice of Retirement or Resignation: Negotiate bonus incentive and date notification for Retirement/Resignation notice. K.5.0 Dismissal or Suspension: Negotiate language for clarity and to reduce redundancies.
- ARTICLE L: L.1.0 Academic Freedom: Negotiate Academic Freedom policy and enshrine language into the CBA. L.2.0: Intellectual Property: Negotiate improvements to Intellectual Property section.
- OTHER: As mutually agreed upon, other Contract language clean-up for clarity and updating.

RECOMMENDATION

For information only.

Subject: Office of the President Update	Attachment: None
Category: College-Related Reports	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> Information <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Action <input type="checkbox"/> </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> Goal 1 <input type="checkbox"/> Goal 2 <input type="checkbox"/> Goal 3 <input checked="" type="checkbox"/> Goal 4 <input checked="" type="checkbox"/> </div>
Recommended:  _____ Sunita V. Cooke, Ph.D. Superintendent/President	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

Inclusion, Diversity, Equity, and Accessibility (IDEA)

Bias Education Support Team (BEST)

The Office of IDEA and BEST have partnered with the National Conflict Resolution Center (NCRC) to offer “Dialogue in Divisive Times” workshops and have all administrators certified in “Culture, Communication, and Conflict.” These trainings aim to equip participants with practical skills to constructively navigate differences, preparing them to handle conflict situations confidently now and in the future. MiraCosta received a match from a donor to fund half of all trainings offered. BEST meets regularly to debrief events and activities that are currently impacting or may impact our campus community, focusing on taking a proactive approach to providing resources and support.

Understanding Bias and Microaggressions Training

The Chief IDEA Officer facilitated multiple sessions of a MiraCosta-designed training focused on helping employees recognize their biases and potential impacts, define microaggressions, and understand how they can negatively impact historically marginalized members of our campus community. The training was provided to multiple departments, with specific training offered to classified professionals as part of the Caring Campus initiative.

Futures Thinking

This semester marks the 6th cohort of employees taking the “Developing a Futures Mindset” course facilitated by faculty members Robin Allyn (Sociology) and Cyndi Darlington (Business). A total of 30 employees have signed up and will join the more than 100 employees who have previously completed the course. Monthly Signal Spotters! meetings began again this past September, and monthly meetings will continue to cultivate a futures thinking community at the college. This year, we will look at a different driver of change and the corresponding signals each month and engage in discussions about the possible futures of MiraCosta College when we celebrate our 100-year anniversary. The long-term planning workgroup will have the opportunity to review the drivers of change, signals, and potential scenarios to inform planning at the college.

Culturally Responsive Practices and Pedagogy

We are now in the second year of the grant and have submitted a year-one progress report on efforts to build a canvas course and ensure faculty have the opportunity to gain a greater understanding of their course-level data and take a race-conscious approach, learn about different practices that can be utilized to ensure better outcomes for Black/African American and Latinx students. Whereas year-one of the grant focused on identifying the core components and ideal modality of an ongoing resource for faculty, year-two will focus on building training modules accessible to faculty across the college and can be sustained after the grant has concluded.

Campus-wide Book Reads

The IDEA Advisory met at the end of spring and throughout the summer to review campus submissions for the 2024/25 campus-wide book read. The advisory selected “Viral Justice: How We Grow the World We Want” by Ruha Benjamin. The book was officially launched in early September, and employees have acquired over 116 copies across all campuses and accessed books and audiobooks through the MiraCosta Library. This fall, Joyful Teacher in Residence Jim Sullivan is hosting book clubs on the first Friday of each month, discussing various passages from a different chapter each month. The IDEA Advisory is also working on opportunities for additional engagement with the book throughout the year.

Student Equity

Social Justice and Equity Center (SJEC)

The SJEC has relocated to a temporary space in the administration building as efforts have begun to renovate spaces in buildings 3700 and 3400 to prepare for the opening of multiple SJECs serving disproportionately impacted student populations. Five SJEC interns have joined the team and will work this year to support multiple activities and events. Brayan Astorga is the Interim Coordinator and actively engages in various initiatives, including the Title V advisory committee, UPRISE student mentoring program development, and the CCC Region X Justice, Equity, Diversity and Inclusion (JEDI) Council.

We've successfully executed events for Latine Heritage Month, including Tortilla 101 workshops and film screenings, and we are preparing engaging activities for LGBTQIA+ History Month, Pilipinix American History Month, and Native American and Alaskan Native Heritage Month. These events not only celebrate diversity, but also provide valuable educational experiences for our campus community.

The GEAR UP for College Summer Program, a collaboration between the Student Equity Department, Instruction, and the GEAR UP grant, served 100 high students this past summer, most of whom identified as Latina/o/e and the first in their families to attend college. Students attended the four-week program, which was offered at no cost to participants. They had the opportunity to choose from four course offerings and participate in workshops focused on leadership development, career exploration, and identity, setting a solid foundation for their academic futures. The program is celebrating its 9th year of serving local OUSD students, and it ended with 99 percent of participants completing a 3-unit course in Sociology or Communications.

Academic Success and Equity Programs (ASE)

Individual Program Updates

- *Mana*: The Mana Program has hosted successful Talanoas this semester, providing weekly spaces for students to gather. The program focuses on student success and supports academic progress. Mana kicked off the semester with Family Night, inviting students and their families to build community, provide information on the program, and answer questions.
- *Puente*: The Puente Program kicked off the new academic year with the Puente Bienvenida on August 12, welcoming the new 2024/25 cohort attended by 60 participants. Puente held a Mentor Training on September 25, attended by 12 potential mentors, and a Mentor Mixer breakfast on October 4, where 55 students and mentors had the opportunity to form connections. The program also participated in the San Diego Alliance Pachanga, a reunion of various Puente programs in the area, fostering a sense of community beyond the campus. To ensure ongoing engagement, the Puente team has been actively visiting classrooms to promote events and opportunities for students.
- *Resources and Assistance for Former Foster Youth (RAFFY)/Next UP*: Raffy is now serving 52 students, and the program hired a full-time counselor this past summer to join the EOPS Department and provide expanded academic counseling and educational planning to RAFFY students.
- *Students' Pride in Honoring our Existence (SPHERE)*: The Sphere Program continues to grow, with 45 participants and has organized events such as the Summer Picnic and a zine-making workshop for LGBTQ2SIA+ History Month.
- *Transitions Scholars*: The Transitions Scholars Program welcomed 44 new students this semester and added three peer mentors to the team. In collaboration with The Access Project, the program hosted a Clean Slate workshop that provided 23 individuals with the opportunity for record expungement. The program has initiated weekly check-in and support groups, focusing on critical topics such as mental health, time management skills, and strategies for seeking assistance. Overall, Transitions Scholars has hosted nine events this semester, with a total attendance of 233 participants. Transitions Scholars interim Student Services Specialist Ashley Gerdo was invited to speak at the DEIA Pre-Institute Rising Scholars Network 10th Anniversary on behalf of the 84 colleges in the network serving over 20,000 justice-impacted students.
- *Umoja*: This past summer, the Umoja Summer Bridge Program celebrated 32 years of serving Black/African American and diverse high school students at MiraCosta. The program transitioned from a six-week to a four-week format to align with other programs and meet family scheduling needs. A total of 17 students enrolled in the program with 100 percent of the students successfully completing a Sociology 240 Introduction to Black Studies course. A highlight of the program was the introduction of the Black Studies Symposium, where students presented on social issues affecting the Black community.

For the fall 2024 semester, Umoja onboarded 15 new students. At the Umoja kickoff event, the program had 52 attendees, including six new students onboarding. The college received funding through the African American Male Education Network and

Development (A2MEND) to provide academic and student support services geared towards closing equity gaps for Black/African American males. A2MEND operates as a parallel program in tandem with Umoja.

- *Undocumented People Rise in Solidarity and Empowerment (UPRISE)*: A highlight of this semester has been UPRISE's extensive planning and execution of Undocumented Student Action Week (USAW). This week-long initiative featured impactful events, including "Creating Monarch Art," where students explored identity through artistic expression, a kickoff event with an inspiring undocumented entrepreneur as a guest speaker, and "Monarch Galleries," showcasing student artwork across multiple campuses.

UPRISE participated in a Pre-Health Dreamers conference, gaining valuable resources for undocumented individuals pursuing healthcare careers. The team helped students in need apply for emergency grants utilizing categorical Dream Resource Liaison monies and hosted an undocu-welcome event at the start of the semester. UPRISE continues to provide one-on-one consultations for personalized support and information for over 50 students, staff, and faculty.

UPRISE collaborated with the Latinx/Chicanx History Heritage Month committee to help plan a documentary screening about undocumented experiences. The program will offer UndocuAlly employee training sessions focused on providing ongoing support and advocacy for undocumented and mixed-status students.

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 the Alumni Association.

Office of Advancement Goals

- Increase awareness of the college by effectively communicating key college information with employees, students, and the public.
Measuring Success:
 - Engagement Metrics
 - Increase Public Relations / Media Coverage
 - Enrollment Marketing
- Expand support for students and campus programs through financial assistance, workforce development, and community collaborations.
Measuring Success:
 - Increase in Scholarship Funding and Awards
 - Increase in Emergency Funding and Awarding
 - Student Success and Retention
 - Grow the MiraCosta Alumni Association
- Support the District's mission in closing equity gaps for our disproportionately impacted students.
Measuring Success
 - Enrollment Rates
 - Financial Support Awarded

- Advocate and secure resources to expand upon work underway

Community Leaders Breakfast Planned for October 18, 2024

MiraCosta College's annual event will celebrate the 90th anniversary, featuring Superintendent/President Dr. Sunny Cooke's Report to the Region alongside a panel of alumni. Foundation Board Vice President Karen Pearson will announce the Philanthropist of the Year. More than 300 registered attendees include business leaders, elected officials, community members, faculty, and staff.

Thank you to the Board of Trustees for your support as we honor our past, celebrate the present, and shape our future.

MiraCosta College 90th Anniversary Celebration Update

The MiraCosta College Office of Advancement continues implementing a strategic approach to commemorate the college's 90th Anniversary. This initiative engages stakeholders through various celebratory events, promotional activities, and public relations efforts to foster a strong sense of community, increase awareness, and enhance philanthropic engagement.

Branding: Continuing to celebrate, employees were provided with special 90th-anniversary shirts during All College Day, reinforcing the message of Transforming Lives and Impacting Communities. Additionally, a wide range of promotional items—such as towels, beach chairs, bento boxes, keychains, post-its, stickers, cooler bags, sun hats, and cups—have been distributed to enhance brand visibility.

Engagement: The 2024 calendar of events includes activities that involve employees, students, alumni, and the wider community, fostering deeper connections to the college. Highlights include:

- August: Ribbon Cutting for the Theresia M. Heyden Hall for Nursing and Allied Health ([Recap Video](#); [Photos](#))
- September: Open house for the Learning Commons at the Oceanside Campus ([Photos](#))
- November: Anticipated Ribbon Cutting for Student Services

Online Presence and Social Media: A [dedicated anniversary website](#) has been launched, accompanied by a dynamic social media campaign across platforms such as Facebook, Instagram, and LinkedIn. This campaign features alumni stories, historical highlights, and testimonials that deepen the community's connection to MiraCosta College while generating excitement about upcoming events and milestones.

Newsletters: The weekly MiraCostan e-newsletter keeps employees updated on the 90th Anniversary, showcasing promotional items and event highlights. The Spotlight e-newsletter, distributed to over 50,000 recipients monthly, provides the broader community with a comprehensive overview of ongoing celebrations and college initiatives (average open rate is 20 percent).

Publications: In addition to the numerous events and media efforts, the Office of Advancement has published a special edition of *Transforming Lives*, released in the Spring. This publication highlights the remarkable stories of alumni from various decades, showcasing the enduring legacy and impact of MiraCosta College on its graduates. The publication celebrates their achievements and illustrates how the college has transformed their lives. You can view this special edition of [Transforming Lives](#) online.

This publication is a key element of our 90th Anniversary campaign, aligning with the broader mission to celebrate the contributions of our alumni and demonstrate the far-reaching influence of MiraCosta College over the years.

Government Relations and Get Out The Vote (GOTV) Efforts Planned for November 2024

In addition to ongoing advocacy efforts, MiraCosta College has launched a comprehensive Get Out The Vote (GOTV) campaign for the November 2024 election. This initiative is designed to increase voter awareness and participation among students, employees, and the broader community. A dedicated website, miracosta.edu/vote2024, has been established as a central hub for voter information, resources, and event details. Key components include:

Social Media Campaigns: Facebook, Instagram, and LinkedIn are utilized to promote voter registration, education events, and important election dates. These platforms will also feature reminders for upcoming events and deadlines, encouraging the MiraCosta community to stay informed and engaged.

Newsletter Features: Regular updates and reminders about voter registration, ballot information, and upcoming events are included in the MiraCostan e-newsletter to employees and the Spotlight newsletter to the broader community.

Student Event Presence: The office maintains an active presence at campus student events, distributing voter education materials and encouraging civic participation.

Coordination of Public Education Events:

- National Voter Registration Day (September 17): MiraCosta celebrated by delivering cookies, pizza, and limited-edition MiraCosta College “2024 Vote” stickers to all four campuses, promoting voter registration and engagement.
- Encinitas City Council Candidate Meet & Greet (September 23): Held at the San Elijo Campus, this event offered students and community members the opportunity to meet local candidates.
- California Proposition 36 Town Hall with District Attorney Summer Stephan (September 26): This town hall, hosted at the Oceanside Campus, focused on the upcoming California ballot proposition and featured a keynote by District Attorney Stephan.
- National Voter Education Week (First Week of October): MiraCosta participated in this nonpartisan initiative, offering tools and information to ensure voters are well-prepared for Election Day.
- League of Women Voters Proposition Forum (October 8): This forum at the Oceanside Campus featured in-depth discussions on state propositions, helping to clarify key issues for voters.
- Congressional District 49 Candidate Forum.

In addition to these GOTV efforts, MiraCosta College continues to collaborate with local, state, and federal officials, maintaining regular communication to ensure the college's priorities are represented across all levels of government.

MiraCosta College remains committed to fostering civic engagement and strengthening its relationships with elected officials at all levels.

Media Relations

To share student success stories and MiraCosta College's educational excellence, the Office of Advancement's Public Information Office has diligently managed relationships with the media to shape public perception, announce news, and handle crisis communication.

Through press releases, media outreach, and monitoring, the office aims to increase college awareness, support enrollment goals, and enhance stakeholder relations. From May 2024 to September 2024, MiraCosta had over 264 media mentions and 17 press releases.

All are on the [MiraCosta College news page](#).

Notable media mentions:

- CBS8: [Miracosta College graduate heads to Stanford University](#)
- ABC7: [A special guide on-campus at MiraCosta College](#)
- Community College Daily: [Cooke heads AACC board of directors](#)
- Fox5News: [Prop. 36 faces intense review as North County residents gather for an informative session](#)
- KUSI: [Opening of Hayden Hall](#)

Marketing and Strategic Communications

In addition to media and government relations, the Office of Advancement's Public Information Office manages and directs the institution's strategic marketing and communications efforts. This office is key to planning and implementing extensive campaigns that elevate the college's visibility and reputation.

The marketing and communications strategy for fall 2024 focused on increasing student enrollment through a comprehensive, multi-channel approach. The office ran digital campaigns and used targeted social media and email marketing to highlight key enrollment dates and program benefits. Text messages were sent to reach students effectively and provided a digital "Welcome Week" guide to support new and returning students.

The Office of Advancement's Public Information Office collaborated closely with Student Services to communicate general enrollment information, reaching students through every possible channel. These combined efforts successfully increased inquiries and applications, reflecting the strength of our strategic approach to supporting enrollment goals.

Through diverse content, live events, student features, and impactful storytelling, the Office of Advancement connected with the community meaningfully in social media spaces. These efforts boosted engagement across social media platforms and reinforced the office's commitment to supporting the MiraCosta community through every stage of the student journey.

- San Diego Gives 2024: The Office of Advancement launched a multi-platform campaign encouraging donations to support students who face financial emergencies, resulting in over \$20,000 raised thanks to the generosity of the community and matching contributions from the MiraCosta College Foundation's board members. Thank you to MiraCosta College Foundation Board President Janice Kurth and Vice President Karen Pearson for donating \$5,000 each to create a \$10,000 matching gift fund, which was fully matched by the community.

- Instagram LIVE with Financial Aid: Financial Aid Coordinator Sugeily Cervantes offered students direct access to valuable information about financial aid options through the successful Instagram Live Q&A. This interactive session increased engagement and provided real-time support for prospective and current students.
- [“Spartan Says” Series](#): MiraCosta College’s new social media segment launched in August 2024 by the Office of Advancement’s Public Information Office is designed to amplify student voices and highlight key topics of interest across campus. Each segment will feature student perspectives on academics, campus events, and student life, offering an authentic and engaging platform that strengthens community connection. This initiative enhances the college’s digital presence while fostering student engagement and participation in institutional conversations.

The [August 2024](#) segment features students sharing their 2024/25 academic year goals.

MiraCosta College Retiree Event

MiraCosta retirees were re-engaged with the college at a new event held on August 14: the ERAS Reunion - MiraCosta College Retiree Social.

More than 30 retirees attended the event to celebrate MiraCosta’s 90th anniversary. Guests enjoyed hearing campus updates and information on how to stay connected with the college from Dr. Sunny Cooke and the Office of Advancement’s Development and Foundation Office.

Guests were invited on a VIP tour of the new gym and Kinesiology, Health & Nutrition (KAHN) hub, where the event was also held. For many of the guests, it was their first time back on campus since retiring. Through this event, retiree responses to campaign asks have increased, and future gifts are being planned to help meet fundraising goals and support student success.

MiraCosta College Foundation Impact Fiscal Year 2023/24

The MiraCosta College Foundation provided more than \$1M in support for students: nearly \$850,000 in direct student support (scholarships and the Resilience Fund for emergencies) plus nearly \$200,000 in indirect support, including food distributions and fees such as healthcare or parking. In addition, the foundation provided more than \$1.8M in support for campus programs such as the Technology Career Institute, Small Business Development Center, Student Equity Programs, Academic Programs, Athletics, and many more.

The foundation’s assets increased to \$23M due to the growth of endowed funds. New endowment gifts this past year included a \$250,000 endowment established by a group of family friends of MiraCosta College, one of them being a college retiree, to support Community Learning Center students with goals to transfer to credit classes, and \$235,000 in endowed funds through donations and matching funds for the Title V matching grant endowment.

Thank you to the support of our college trustees, foundation board members, faculty, staff, administrators, and community for contributing to student and campus program success and for being advocates of the importance of giving back to our college!

Fundraising Priorities for Fiscal Year 2024/25

The college’s top funding needs support [Institutional Goals I & II](#), and the corresponding fundraising goals are as follows.

College Affordability: Funds provide financial support for students to achieve their educational and career goals.

Endowed Funds for Long-Term Sustainability: Again this year, we have an opportunity to raise \$120,000 which will be matched 100%, to total \$240,000 added to our endowment.

Program and Campus Needs: Priorities include programs that support students who have been historically marginalized and need support to close equity gaps.

Unrestricted Funds: Annual funds meet innovative and emerging needs, connected to the College's futures work and Guided Pathways strategies.

Fundraising Success in Q1: July 2024 - September 2024

Our community has made several notable gifts of \$10,000 or more in the first quarter of this fiscal year, as follows:

College Affordability

- \$25,000 to the Resilience Fund for Student Support, made possible by a first time donor, BQuest Foundation
- \$20,000 from the Coastal Community Foundation to support the Resilience Fund for Student Support
- \$20,000 from an individual donor for biotech scholarships
- Over \$20,000 raised through San Diego Gives 2024: Day of Giving. Gifts were matched with two \$5,000 donations made possible by the foundation's president and vice president.

Endowed Funds

- The foundation finished year two of the Title V Endowment Matching Gift Campaign by raising more than the goal total of \$120,000, completing funding for both year one and two (a total of \$240,000 was raised in year one and two).

Program and Campus needs

- \$50,000 gifted from Kaiser Permanente of San Diego to support the Technology Career Institute
- \$22,000 pledge payment to support the Hatoff Tapestries Fund
- \$15,000 from Hunter Industries in support of the Technology Career Institute's Machinist Program
- \$12,500 from SDG&E to support the Small Business Development Center
- \$12,000 from Gene Haas Foundation to support the Technology Career Institute

Unrestricted

- \$10,000 donated from an emeritus board member of the MiraCosta College Foundation to support a matching gift challenge for the Annual Fund, the focus for this year's year-end appeal

MiraCosta Alumni Association

The MiraCosta Alumni Association is a vibrant community of past students, united by a shared commitment to lifelong learning, personal growth, and giving back. The association works to foster connections, celebrate achievements, and provide opportunities for alumni to support each other and the next generation of Spartans.

Inaugural Alumni Giving Day (May 2024): MiraCosta Alumni Association's inaugural Alumni Giving Day was a success, thanks to the incredible generosity of our alumni and community supporters. The event raised over \$2,500 to fund the MiraCosta Alumni Association Transfer Scholarship, which directly benefits graduating Spartans as they transition to four-year

universities. This scholarship will provide vital financial assistance, empowering our students to achieve their academic goals and build brighter futures. The success of this first-ever initiative highlights the strong commitment of our alumni network to supporting current students and reinforcing the spirit of giving back.

Commencement Ceremony (May 2024): At the 2024 Commencement Ceremony, the MiraCosta Alumni Association played a pivotal role in engaging and celebrating the newest members of the alumni community. Promotional slides were featured during the event, encouraging graduates to stay connected and involved with the association. In preparation, the team developed a comprehensive commencement plan, which included ordering alumni swag, coordinating day-of volunteers, and executing targeted email marketing to ensure a strong alumni presence.

The team distributed various gift bags on ceremony day to celebrate the graduates' achievements. These efforts enhanced the event experience and fostered a sense of community and belonging among new graduates as they transition to life as Spartan alumni.

3rd Annual Alumnight Biotech (September 2024): On September 20, 2024, the MiraCosta Alumni Association, in collaboration with the MiraCosta College Biotechnology Department, hosted a special evening at the Oceanside Campus, bringing together biotech alumni, current students, industry leaders, and college community members to celebrate the success of our graduates. The event was sponsored by Rx Research Services Foundation, a new sponsor partner. Attendees had the opportunity to network with local biotech partners and were given a sneak peek of our new Chemistry and Biotechnology building. This event aimed to strengthen connections, increase alumni engagement, and showcase the talent and achievements of our alumni, as well as secure new partnerships to support our growing program.

Donor and Student Highlights

Meet Betty: At 99 years old, Betty Yost still loves to learn. She keeps on learning at LIFE (Learning is for Everyone), a weekly lecture program (held at MiraCosta College and sponsored by the foundation) that she helped to found 29 years ago.



Yost claims no credit for coming up with the idea for a lifelong learning program, but she gave the first lecture in the program in July 1995. As a molecular biologist and former community college professor, her topic was “Food and Microorganisms: The Bad and the Beautiful.”

Yost said she enjoys getting together with the other members of the group, mostly seniors, and listening to the presentations. “I’m just into learning. It’s been a lifelong habit,” said Yost, an Oceanside resident. “I think it keeps people involved,” she said. “It socializes people and prevents senior isolation. If people didn’t enjoy the programs, they wouldn’t come.”

[Check out the full story on the foundation’s website.](#)

Meet Andres: When Andres worked with the Office of Advancement staff this past summer to share his story, he talked about receiving support through the Resilience Fund for student emergency support to repair his car, which he was living in at the time. In addition to meeting the immediate need – driving to campus and having a place to sleep as he was unhoused – this also helped him save the money needed to get into a studio apartment he was living in when I met him.

[Hear Andres share his experience on the foundation’s website.](#)

Meet an Olympian!: Despite being one of the busiest MiraCosta College students at the moment, Bryce stands out not just for her impressive talents but for her infectious energy and spirit. Bryce says, “College helps me be a better skateboarder; skateboarding allows me to express myself and continue being creative through music; and both skateboarding and music make me appreciate the knowledge I’m gaining in the classroom.” It’s all part of the harmony of life, as Bryce explained, “Each aspect of life is a new opportunity to learn from the other and grow as a whole.” Growing up in Encinitas, Bryce excelled academically, athletically, and creatively. At the age of five, she started skateboarding at the local YMCA. As she grew older, her talents and career in sports flourished. In just the past few years, Bryce has traveled globally and stood on podiums at various national and international skateboarding championships. This summer, she once again represented Team USA Skateboarding in Paris at the 2024 Olympics. No matter how busy her life gets, Bryce still places the same energy and attention on her other passions, including music and academics. In fact, Bryce half-seriously, half-jokingly admitted that she was still trying to find a way to fit in a couple of MiraCosta College classes while competing in Paris. Continued Bryce, “MiraCosta College has become such a special place for me. The professors are so supportive and the culture of curiosity that the school fosters allows me to explore who I am and the subjects that I feel most strongly about.”

The full story is online [here](#).

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

During the summer and early part of fall semester, RPIE has completed many projects to support Strong Workforce Program (SWP) and Career Education (CE) efforts: designed and implemented a survey for the Child Development and Apprenticeship program; provided data for the local and regional job market newsletter; provided data to the San Diego & Imperial County Community Colleges Regional Consortium career center and work-based learning; and supported faculty in their work with the Faculty Institute.

The Office also helped to provide data and information for various compliance and general reporting requirements. For example, the Office completed IPEDS data submissions, helped in the MIS data submission process, supported some data requests/analyses for the 50% Law auditors, and supported the final Year Four annual report for the HEERF funds. In addition, The Office supported the college’s EEO Plan by updating the data and analyses with the latest year of applicant and workforce data. RPIE also provided data for the annual report to the board of trustees on distance education.

The team continues to support student retention and enrollment management efforts for both credit and noncredit programs, providing student contact lists, dashboard updates, and analyses to practitioners. RPIE executed pre- and post-surveys for the Study Abroad Program to France and Costa Rica and created a new dashboard that displays the results from the Sense of Belonging Survey.

RPIE has also been busy supporting the work of the noncredit areas of the College. During the past six months, the team has been heavily involved in the Adult High School Self Study for accreditation with WASC. RPIE also identified students eligible to receive any of the CDCP certificates in Basic Education, Noncredit ESL, and Short-Term Vocational areas, resulting in the award of 721 new Certificates of Competency, and 58 Certificates of Completion in June 2024.

Lastly, the entire team worked diligently to move the college’s dashboards to the Tableau Cloud server as well as documented them in Confluence (knowledge management software that stores technical documentation, including data governance information).