



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

REGULAR MEETING
4 P.M. – THURSDAY – NOVEMBER 16, 2023
BOARDROOM – OCEANSIDE CAMPUS
1 BARNARD DRIVE – OCEANSIDE, CA

AGENDA

- I. CALL TO ORDER AND REPORT OUT FROM CLOSED SESSION
- II. FLAG SALUTE / ROLL CALL
- III. APPROVE MEETING MINUTES
 - A. Special Meeting/Closed Session of October 19, 2023
 - B. Regular Meeting of October 19, 2023

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. Student Success and Equity Metrics

VII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions
- B. Approve Increase to Hourly Pay Rates Effective January 1, 2024, and Set Minimum Wage to \$16
- C. Approve Curriculum for 2024-2025 Catalog, Part I
- D. Approve the American Institute for Foreign Study (AIFS) Faculty-Led Study Abroad to Paris, France – Spring 2024
- E. Award Bid #C04-24 OC8000 CDC Access Control and Security
- F. Award Bid #C14-23 OC Barrier Removal ADA Project
- G. Notice of Completion – Bid #MM-21-23 Theater Equipment Installation Project
- H. Ratify and Approve Contracts and Purchase Orders

VIII. ACTION ITEMS

- A. Establish Date and Time of Annual Organizational Board Meeting
- B. Ratify MiraCosta Community College District Classified Administrators Working Conditions Manual
- C. Adopt Resolution No. 6-23/24: Amend Resolution No. 13-10/11 Authorizing the Superintendent/President to Declare an Emergency and Take Emergency Actions
- D. Adopt Resolution No. 7-23/24 Delegate Superintendent/President Emergency Declaration and Emergency Actions for Oceanside Main Power Outages

IX. SECOND READ – BOARD POLICIES (Action Required)

- A. Board Policy 2200 – Board Duties and Responsibilities
- B. Board Policy 6400 – Financial Audits

X. FIRST READ – BOARD POLICIES

- A. Board Policy 6250 – Budget Management

XI. INFORMATION

- A. First Quarter Fiscal Report
- B. Municipal Storm Water Management Plan Annual Implementation
- C. Actuarial Study Report
- D. Annual Financial and Budget Report

XII. 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

XIII. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

XIV. ADJOURNMENT

UPCOMING MEETINGS

**4 p.m. – December 14, 2023
Board Organizational Meeting
*Tentative***

In compliance with Government Code §54957.5, nonexempt writings that are distributed to a majority or all of the MiraCosta Community College District Board of Trustees in advance of their meetings may be viewed at the Office of the Superintendent/President, One Barnard Drive, Oceanside, California, or by clicking on the Board of Trustee's website at <http://www.miracosta.edu/OfficeOfThePresident/BoardofTrustees/Agendas.htm>. Such writings will also be available at the board meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Julie Bollerud, executive assistant to the superintendent/president, at 760.795.6610 or by email at jbollerud@miracosta.edu.

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



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

MINUTES OF CLOSED SESSION MEETING

**OCTOBER 19, 2023
(DRAFT)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in closed session on Thursday, October 19, 2023, in Room 1116 at the San Elijo Campus. President Frank Merchat called the meeting to order at 2:15 p.m.

I. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar	Frank Merchat
Raye Clendening	Anna Pedroza
William Fischer	Jackie Simon
George McNeil	

Administrators present:

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

II. DECLARE NEED FOR CLOSED SESSION

At 2:15 p.m., the board announced the need to enter closed session, along with Superintendent/President Cooke and Assistant Superintendent/Vice President Ng, to discuss the following topic:

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)

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

At 3:27 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.

IV. ADJOURNMENT

The meeting adjourned at 3:41 p.m.

MINUTES APPROVAL:

Frank Merchat
President

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



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

MINUTES OF REGULAR MEETING

**OCTOBER 19, 2023
(DRAFT)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, October 19, 2023, in Room 1100 at the San Elijo Campus. President Frank Merchat called the meeting to order at 4 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar

Raye Clendening

William Fischer

George McNeil

Frank Merchat

Anna Pedroza

Jackie Simon

Kenneth Pilco (Student Trustee) *arrived at 4:15pm*

Administrators present:

Superintendent/President Sunny Cooke

Assistant Superintendent/Vice President Tim Flood

Assistant Superintendent/Vice President Charlie Ng

Assistant Superintendent/Vice President Denée Pescarmona

Assistant Superintendent/Vice President Alketa Wojcik

III. APPROVE MEETING MINUTES

A. Workshop of September 7, 2023

By motion of Trustee Clendening, seconded by Trustee Simon, the board approved the minutes of the Workshop of September 7, 2023.

Vote: 4/0/2

Aye: Clendening, McNeil, Merchat, Simon

Abstentions: Cassar, Pedroza

Absent: Fischer

B. Special Meeting/Closed Session of September 14, 2023

By motion of Trustee Simon, seconded by Trustee Clendening, the board approved the minutes of the special meeting/closed session of September 14, 2023.

Vote: 6/0/0

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

Abstentions: None

Absent: Fischer

C. Regular Meeting of September 14, 2023

By motion of Trustee Simon, seconded by Trustee Pedroza, the board approved the minutes of the regular meeting of September 14, 2023.

Vote: 6/0/0

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

Abstentions: None

Absent: Fischer

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

None.

V. CHANGES IN AGENDA ORDER

None.

VI. PRESENTATIONS

A. Technology Plan Update

Associate Vice President, Chief Information Systems Officer Dr. Anthony Maciel, Manager Library Operations Michelle Ohnstad, Interim Director Technology Support Services Shanon Macintyre, and Interim Director Enterprise Application Services Mark Stramaglia provided a progress update on the Technology Plan.

Maciel acknowledged the many contributors to the Technology Plan, including the Tech Futures Team and the Technology Advisory Committees. He provided a timeline of the technology plan and its progress since approval. He presented the top five Futures signals that were selected by the contributors. He reviewed possible equity impacts, both positive and negative, to the top five Futures signals and how they could possibly apply to students. He mentioned the strategies/initiatives outlined in the presentation is only a snapshot of all the great work being conducted districtwide by many wonderful colleagues in all departments.

Michelle Ohnstad reviewed a few of the goals and strategies/initiatives of the Technology Plan, including the laptop loan and hotspot loan programs, which have been in high demand by credit students, especially by those who are economically disadvantaged (credit students who apply for financial aid). These programs have been effective in meeting students where they are with a 24/7 pick-up and drop-off option via smart lockers at the Oceanside Campus. Similar lockers will also soon be installed at the San Elijo Campus.

Shanon Mcintyre provided an update on a few of the technology plan's strategies/initiatives with an overview of new technology, smart lecterns, and faculty and staff hardware that have been implemented. In 2022, many projectors were replaced, and ergonomic, ADA complaint classroom lecterns were installed, with many more being planned for installation. To date, 25 HyFlex classrooms have been configured, which again meets students where they are by allowing them to attend class either in person or online. Additionally, students have access to free software and open in-person and online computer labs. Studies have been conducted on wireless coverage and a plan has been created. Next steps are to conduct an RFP with an ultimate goal to have reliable wireless connectivity in all learning spaces, both indoor and outdoor.

Mark Stramaglia provided an overview of TargetX, the customer relationship management platform, which is utilized to provide intentional outreach in support of Guided Pathways. TargetX connects to SURF, SARS, and the college's social media platforms and allows us to track the students' journeys throughout their academic career. SuperGlue is a technology that is being deployed to assist in identifying fraudulent applications in real time.

VII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions**
- B. Ratify Memorandum of Understanding 23-07 between the MiraCosta Community College District and the Faculty Assembly**
- C. Approve Release Time for Classified Staff Recognition**
- D. Approve 2024/25 Academic Calendar**
- E. Approve Purchase for AV/IT Equipment for OCN Reno Building 1200 Library**
- F. Approve Purchase of Furniture, Fixtures & Equipment for OCN Health & Wellness Hub (Allied Health & Gym KHAN)**
- G. Ratify and Approve Contracts and Purchase Orders**

By motion of Trustee Clendening, seconded by Trustee Pedroza, consent items A-G were approved.

Vote: 6/0/0

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

Abstentions: None

Absent: Fischer

VIII. ACTION ITEMS

- A. Approve Health-and-Welfare Benefits Program for the 2024 Benefit Year**

By motion of Trustee McNeil, seconded by Trustee Cassar, the board approved the Health-and-Welfare Benefits Program for the 2024 benefit year.

Vote: 6/0/0

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

Abstentions: None

Absent: Fischer

- B. Approve ICBOC By-Law Update**

By motion of Trustee McNeil, seconded by Trustee Clendening, the board adopted Resolution No. 5-23/24 and approved the update to the ICBOC by-law as presented.

Vote: 6/0/0

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

Abstentions: None

Absent: Fischer

IX. INFORMATION

- A. MiraCosta Community College District Irrevocable Trust Investment Board Report**

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

X. PERIODIC REVIEW – BOARD POLICIES (Action Required)

A. Board Policy 2715 – Code of Ethics – Standards of Practice

By motion of Trustee Cassar, seconded by Trustee Pedroza, the board adopted Board Policy 2715.

Vote: 6/0/0

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

Abstentions: None

Absent: Fischer

XI. SECOND READ – BOARD POLICIES (Action Required)

A. Board Policy 4040 – Library and Other Instructional Support Services

By motion of Trustee Simon, seconded by Trustee Pedroza, the board adopted Board Policies 4040.

Vote: 5/0/1

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

Abstentions: McNeil

Absent: Fischer

B. Board Policy 4220 – Standards of Scholarship

C. Board Policy 4235 – Credit for Prior Learning

D. Board Policy 4250 – Probation, Dismissal, Readmission, and Disqualification

By motion of Trustee McNeil, seconded by Trustee Clendening, the board adopted Board Policies 4220, 4235, and 4250.

Vote: 6/0/0

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

Abstentions: None

Absent: Fischer

XII. FIRST READ – BOARD POLICIES

A. Board Policy 2200 – Board Duties and Responsibilities

B. Board Policy 6400 – Financial Audits

Board Policies 2200 and 6400 were reviewed and discussed, and the policies will be placed on a future agenda for adoption.

XIII. COLLEGE-RELATED REPORTS

A. Trustees Activities

Trustees Clendening, Cassar, and Merchat attended the at the CSUSM Report to the Community and the Hispanic Networking breakfast at the San Elijo Campus. Trustee Clendening also attended the Community Hero's breakfast at the Seabird Hotel, and a North County NAACP event, where Bea Palmer was recognized, and Trustee Clendening received a Charles Allen Lifetime Achievement Award. Additionally, Trustee Clendening attended the Boys and Girls Club Gala at the Seabird Hotel, a renaming event at the Vista Community Clinic, and a screening of documentary "Wade in the Water" at the Oceanside Surf Museum.

Trustee Simon attended the Community Showcase at the TCI on October 6, and she noted how it has grown over the years.

Trustee Cassar attended a SDICCCA meeting on September 11 and the exit report by the ACCJC team on September 18.

Trustee McNeil attended the MiraCosta Theatre production of "Moon Over Buffalo," the PTK Induction Ceremony, and the College Major Fair on the Oceanside Campus. He attended and provided a recap of the women's volleyball game last night against Palomar, where MiraCosta won three out of four games. He especially appreciated the fact that many other MiraCosta athletic teams also attended a volleyball match in support of our women's team.

Trustee Merchat attended the ACCT Congress Conference in Las Vegas, where he and Superintendent President Cooke served on a panel. Additionally, he continues to attend and support the Farmer's Market at the San Elijo Campus. Trustee Merchat encouraged folks to attend the Facility Forum listening tours at the San Elijo Campus on November 15, at the Community Learning Center on November 17, and at the Carlsbad Dove Library on November 21.

B. Students

Student Trustee Kenneth Pilco reported about his trip to Washington, D.C., where he attended a Foreign Policy Recommendation Conference, an opportunity that he was grateful to have had. The trip was Incredibly eye-opening and helped with both his professional and academic development.

Pilco reported that most ASG leadership positions are filled, with just a few still to fill at the CLC. The ICC is working on guidelines for respecting usage of the Club Room.

Legislative affairs is active in the region for student trustees, and student engagement at the college is high.

C. Classified Employees

Immediate Past Classified Senate (CS) President Carl Banks thanked Hayley Schwartzkopf and Charlie Ng for addressing the changes recommended by the Fringe Benefits Committee, and he thanked the CS for their support of the Fringe Benefit Committee's work.

Banks thanked the board for approving the release time for attending the year-end gathering. CS is working with the professional development steering committee and the workplace violence prevention plan.

D. Faculty

Academic Senate (AS) President Leila Safaralian noted that October is both Pilipinx and LGBTQ month. She highlighted a number of activities and events that are planned for the upcoming weeks.

AS is focusing on designated themes for each month as stated below:
September – Dual Enrollment
October – collaboration with all counselors

November – Guided Pathways
December – Enrollment
January – Student Life and Leadership
February – Closing Equity Gaps
March – Grants received by MiraCosta
April – C3 Teaching and Learning
May – Noncredit

All themed discussions/presentations will be guided by three lenses (classroom practice, program completion, relevant communities).

Planning has begun for the Cultivating Human Connections, scheduled for January 18 from 9-11am, with a “season of change” theme.

E. Assistant Superintendents/Vice Presidents

1. Instructional Services

Assistant Superintendent/Vice President Pescarmona thanked Tim Flood and all other folks who actively participated in resolving the power outage at the Oceanside Campus and helped with students, faculty, and staff with direction.

Pescarmona noted that our classes are 90 percent full, and we continue to combat fraudulent enrollments. Demand for in-person classes is starting to trend upwards. Students want flexibility to attend in-person classes as well as virtually. She also provided an overview of the zero cost textbook degrees and certificate programs, including a new AI degree, that are being developed.

2. Student Services

Assistant Superintendent/Vice President Wojcik reported registration for the spring semester starts on November 9. She thanked Admissions and Records and the business analysts for shortening (even more than for last fall) the enrollment period. This adjustment should positively impact our enrollment.

A Student Services Division retreat was held where they focused on goals for the next two years and how to connect departments even more, especially in light of the upcoming logistical changes that will come as a result of the move to new Student Services Building once it's completed.

3. Administrative Services

Assistant Superintendent/Vice President Flood thanked the Facilities team for their work during the power outage that occurred on the Oceanside Campus earlier today, and he thanked faculty and staff who helped us get through the outage. Emergency operations training takes place on November 2 and again in the spring.

The Board of Governors notified MiraCosta that it is receiving an innovation award for our sustainability efforts within the curriculum and on campus, and for our solar projects on our campuses and our partnership with SDGE with our EV charging stations.

The bond sale went well, and funds are now deposited into our account. The district had determined that approximately \$50M was needed to support the projects identified by the college as a priority (Science Lab Building 4500, photovoltaic system, and signage and wayfinding for the Oceanside Campus). We were able to garner more than \$1M in premiums due to our great credit rating and reputation, and investor demand was high, so we only needed to sell \$49.42M of bonds to raise the \$50M needed for the projects and to cover the bond issuance and underwriters costs. Total interest cost will be approximately 4.5 percent and will cost the district \$3,030,000 annually over the next 30 years.

4. Human Resources

Assistant Superintendent/Vice President Ng submitted a written report.

F. Superintendent/President

Superintendent/President Cooke thanked College Police and Facilities staff for their work during the power outage today.

Cooke reported she traveled to Central New Mexico Community College for a visit that focused on non-credit and not-for-credit programs, and she will be at Pima Community College in Arizona next week with a small team of MiraCostans.

Cooke reported that AB 91 passed, which means that students from low income backgrounds that live within 45 miles of the U.S. border can attend SDICCA colleges with in-state tuition versus out-of-state rates in a pilot program.

XIV. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

None.

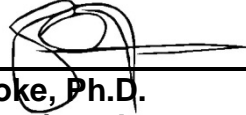
XV. ADJOURNMENT

The meeting adjourned at 5:50 p.m.

MINUTES APPROVAL:

Frank Merchat
President

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

Subject:	Attachment:
Report on Student Success Metrics	Student Success Metrics Presentation
Category:	Type of Board Consideration:
Presentations	<input checked="" type="checkbox"/> Information <input type="checkbox"/> Consent <input type="checkbox"/> Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported:
	<input checked="" type="checkbox"/> Goal 1 <input checked="" type="checkbox"/> Goal 2 <input checked="" type="checkbox"/> Goal 3 <input type="checkbox"/> Goal 4
	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

In support of MiraCosta College’s focus on improving student success and equity outcomes for students, the board receives regular reports on issues of academic quality and tracks measures of student success. The board regularly monitors and analyzes leading and lagging metrics associated with the guided pathways framework in keeping with the Accrediting Commission for Community and Junior Colleges (ACCJC) standards.

STATUS

Dean Chris Tarman will present the most recent metrics, trends, and analyses from the leading and lagging indicators for first-time-in-college cohorts in the Guided Pathways Dashboard.

RECOMMENDATION

For information only.

MiraCosta College

Student Success Metrics



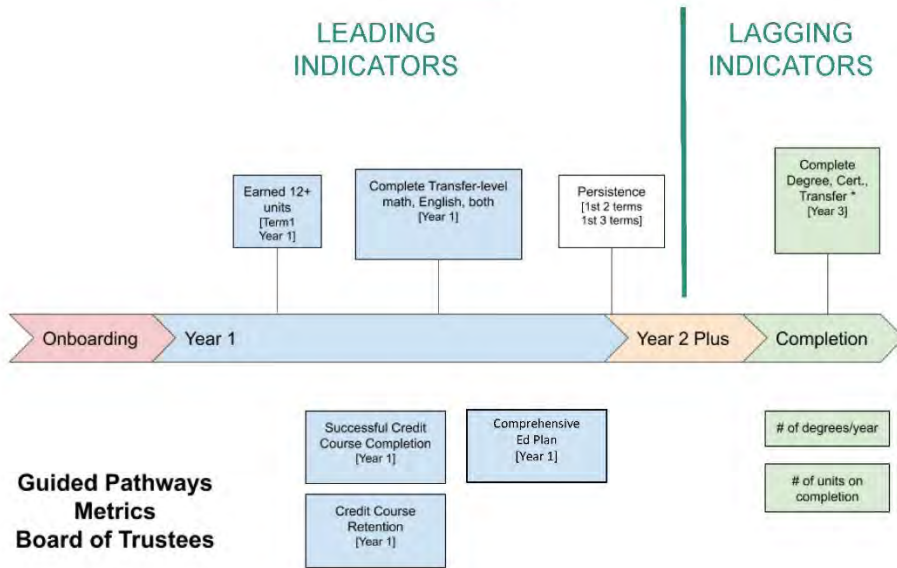
Presentation to the Board of Trustees
November 16, 2023



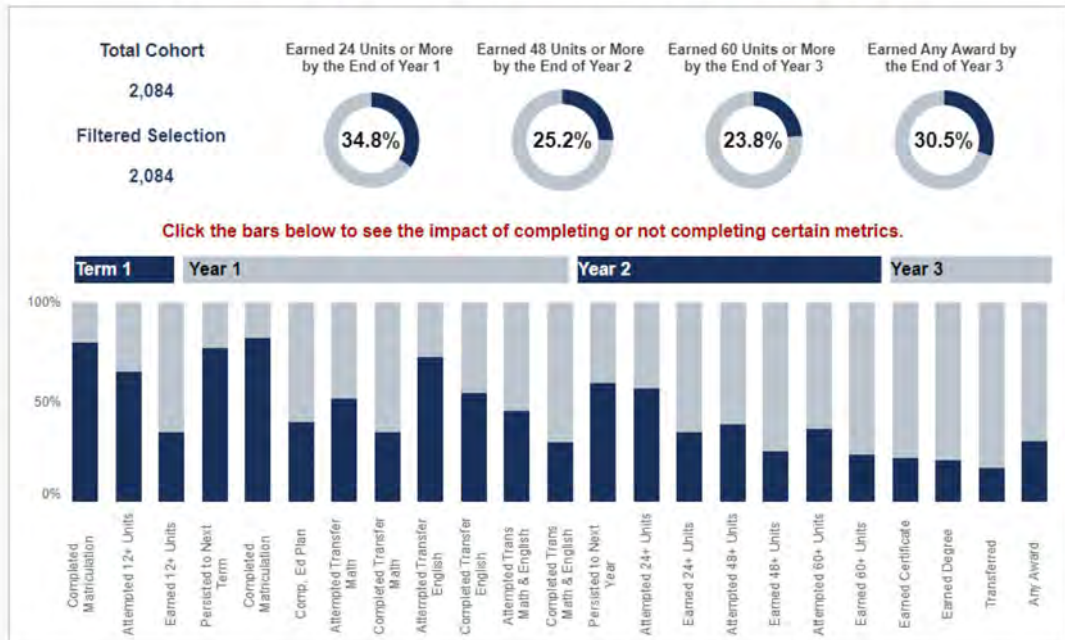
Guided Pathways Metrics

The Guided Pathways metrics were designed to capture progression along students' educational journey from onboarding to completion and/or transfer. The metrics pinpoint critical milestones and accomplishments that serve as leading indicators for completion. As such, these analyses follow cohorts of first-time students to track progress and identify possible barriers to completion.

Guided Pathways Metrics



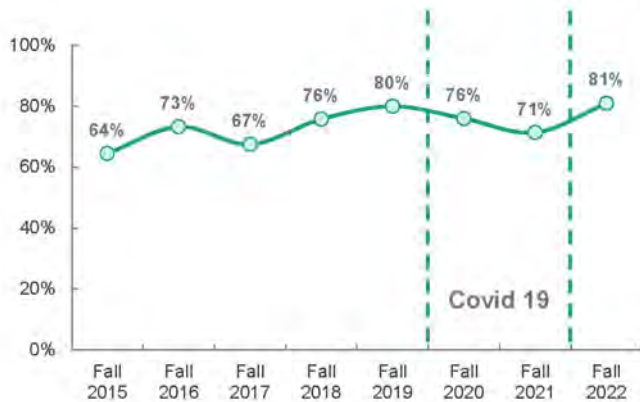
Guided Pathways Metrics (Fall 2019)



Guided Pathways Metrics

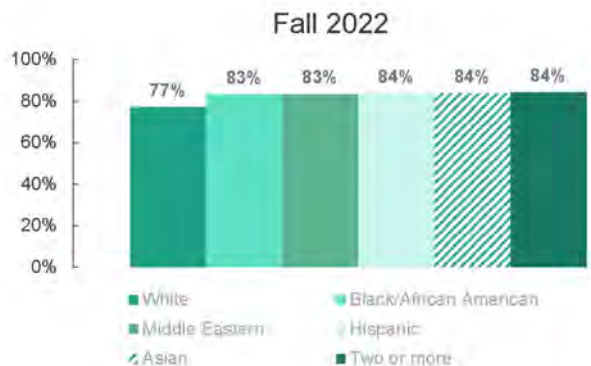


Completed Matriculation (in first term)

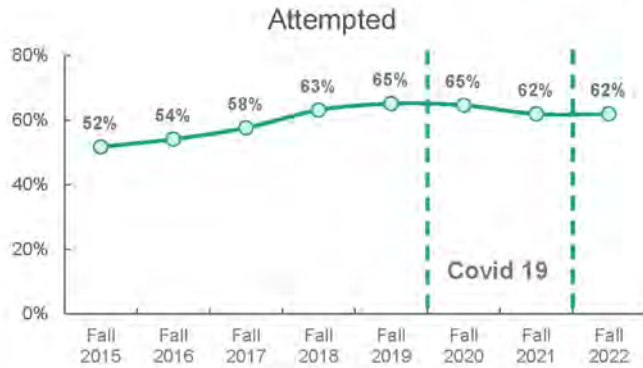


- No DI by race/ethnicity for last four cohorts
- Older students (>30 years) typically experience DI, but only students 50+ years experienced DI in Fall 2022

- Fall 2022 surpassed pre-Covid levels
- Preliminary data for the Fall 2023 are even better...



Attempted / Completed 12 Units (in first term)



- The percentage of students who have completed 12 or more units increased slightly in the past year.
- Black/AA and Latinx students are the least likely to complete 12+ units in the first term.



- Steady gains have occurred since 2015-16 with a 13 percentage point increase in the percent of students attempting 12 or more units; however, the slight decrease in Fall 2021 remained for Fall 2022.
- Students 25+ years old much less likely to attempt 12 units.

Units Attempted in First Term

		Units	Fall 2016	Fall 2017	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022
Part Time	}	1.0 – 3.0	7%	7%	7%	8%	7%	8%	7%
		3.1 – 6.0	11%	10%	11%	8%	10%	10%	9%
		6.1 – 9.0	15%	14%	11%	10%	10%	11%	12%
		9.1 – 11.9	13%	11%	8%	8%	8%	10%	10%
Full Time	}	12.0 – 14.9	44%	44%	48%	48%	43%	43%	44%
		15.0 +	11%	14%	15%	17%	21%	19%	18%

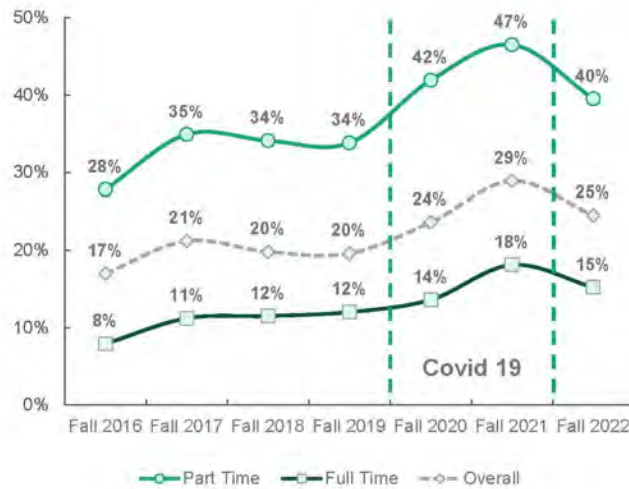
- Most students attempt between 12 and less than 15 units in their first term.
- For those who attend part-time in the first term, the unit loads are evenly distributed.
- Part Time students skew towards older students (25+), male students, and AA/Black students

% of Units Completed in First Term

	Fall 2019		Fall 2020		Fall 2021		Fall 2022	
	FT	PT	FT	PT	FT	PT	FT	PT
0%	12%	34%	14%	42%	18%	47%	15%	40%
0.1% - 49.9%	13%	7%	11%	5%	13%	5%	13%	11%
50.0% - 99.9%	25%	11%	20%	9%	22%	9%	22%	12%
100%	50%	48%	55%	44%	47%	39%	50%	38%

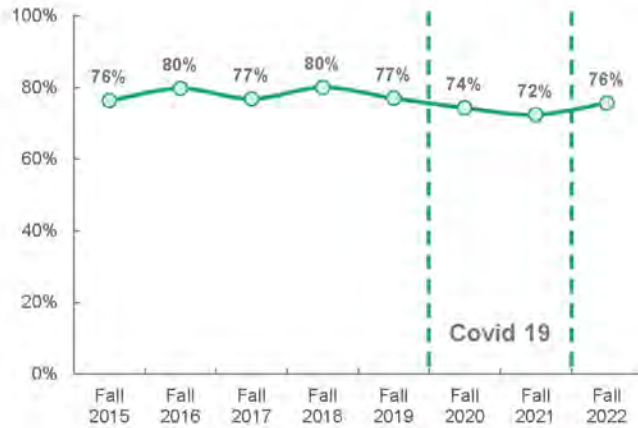
- In recent terms, less than half of FTIC students complete all the units that they attempt.
- Part Time students are more likely to not complete any of the units that they attempt (this, of course, decreases with more units attempted—but still higher than Full Time students).

% of Zero Units Completed in First Term



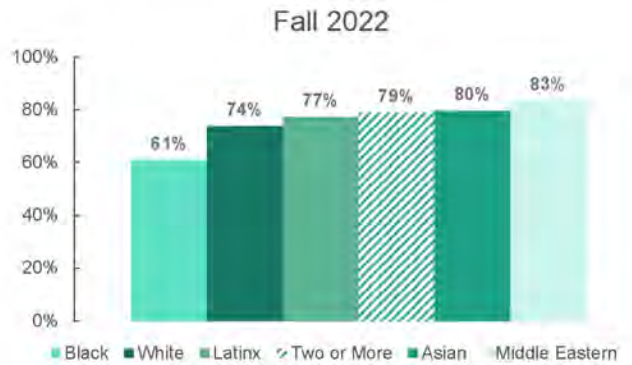
- The % of FTIC students who did not complete any units in their 1st semester rose sharply during Covid
- Disproportionately impacting the following students consistently:
 - AA/Black students
 - Latinx students
 - Male students

Fall-Spring Persistence Rates

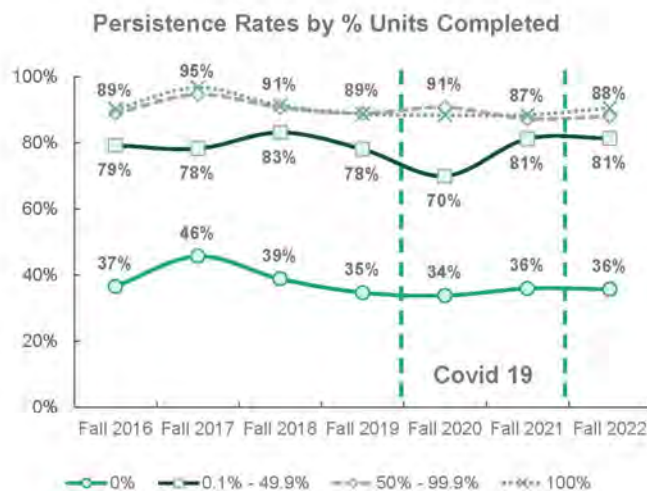


- DI for 1st Generation students since Covid, but gap halved.
- AA/Black students reversed steep declines that occurred in Fall 2021, but rates are still much lower.
- DI for male students across most cohorts.

- Fall-Spring Persistence Rates grew by 4 percentage points to nearly pre-Covid levels (increased across all ethnic groups).
- The decrease was largest for 31+ year old students.*
- 1st Generation students increased by 7 percentage points.

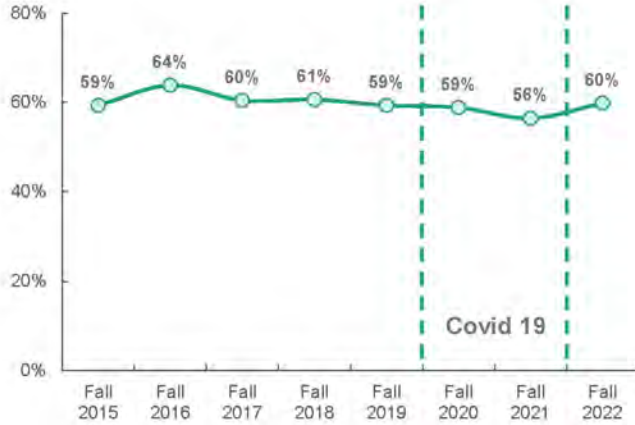


Fall-Spring Persistence Rates



- Regardless of FT or PT status, the persistence rates of students who completed at least some units is drastically higher than those who do not complete any units.
- FT students' persistence is about 14%-20% higher than PT students.
- Note that the persistence rates of those who do NOT complete any units remain consistent, even throughout Covid!

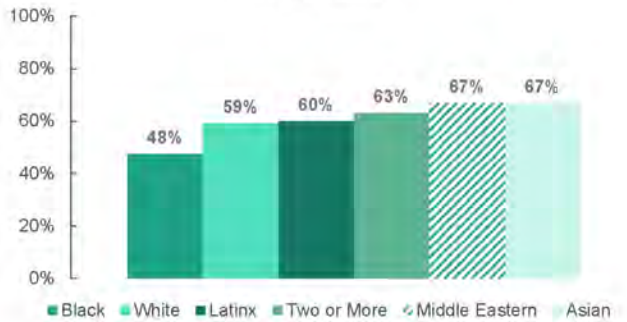
Fall-Fall Persistence Rates



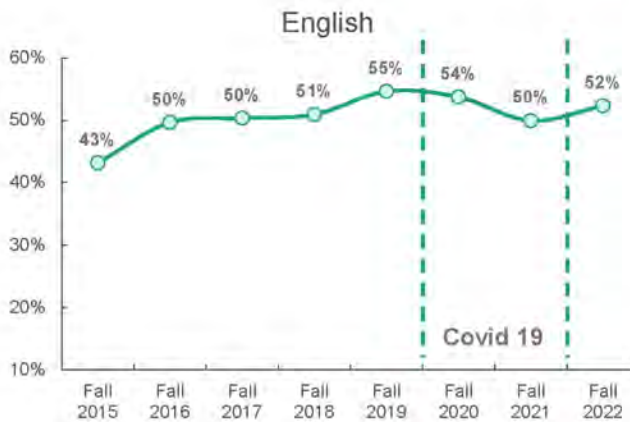
- Fall-Fall Persistence Rates have recovered to pre-Covid levels.
- Growth in rates driven by 18-29 year-old students.

- Fall-Fall Persistence Rates of Black/AA students have been consistently lower than those of their peers—improved in the past year to nearly pre-Covid rates.
- DI for male students.

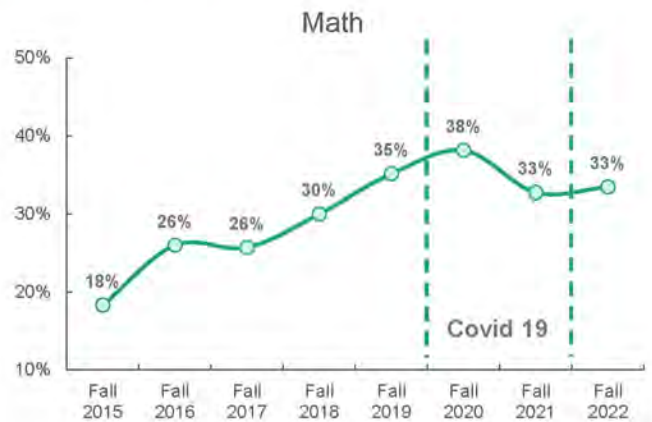
Fall 2022



Transfer English & Math Completion (1 Year)

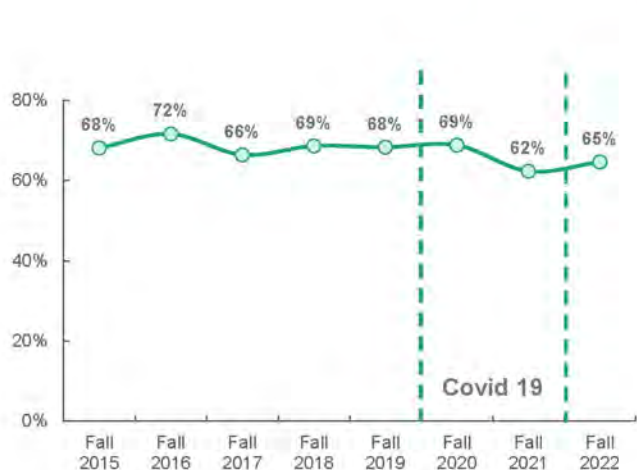


- Transfer-level English completion rates increased slightly in Fall 2022.
- Black/AA students' rates rebounded in Fall 2022 to just slightly below the rate prior to Covid.

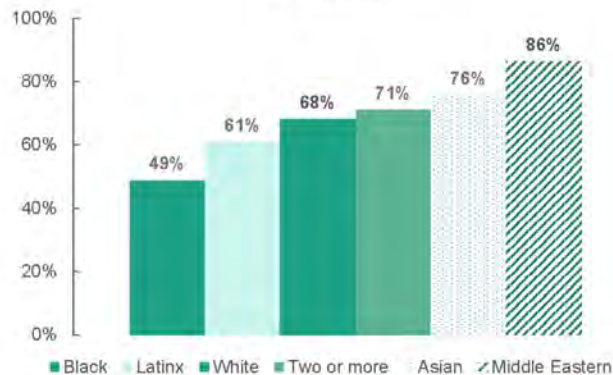


- While Transfer-level math completion rates decreased during Covid, the rates ticked up slightly in Fall 2022.
- Black/AA students continued steep declines in the past two cohorts (32% vs. 10%).

Course Success Rates (in first year)



Fall 2022



- Latinx and Black/AA students have consistently lower course success rates than their white or Asian peers and equity gaps have not narrowed over time
- Consistent DI for Male, 1st Gen, and Econ. Disadvantaged students

Educational Goal Completion (3-Year)

Earned Any Award



- Latinx students experience disproportionate impact for transferring within three years across all years.

Transferred


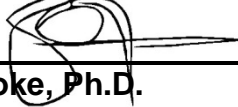


- Asian and White students are consistently above the average while Black/AA and Latinx students are below the average in attainment of any award at the end of three years.
- Latinx male students experience disproportionate impact across all six cohorts.

Student Success Metrics

Questions?

Presented by Christopher Tarman

Subject: Ratify Recommendations of Superintendent/President in Approving Personnel Actions	Attachment: None
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around; 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/> Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

STATUS

1. Resignation of classified employee Amber Ansari, Financial Aid Advisor, position P-06189, effective October 10, 2023.

2. Employment of the following regular classified employees and administrators:

Karen Knapp, Human Resources Analyst, position P-07084, salary range 29, step 2, \$7,415.17 per month, full-time, 12 months per year, effective October 30, 2023. Karen was selected through an open recruitment process.

Cornel Ruston, Director, Security and Infrastructure Systems, Information Technology Services, position P-10463, range CM-17, step 2, \$12,846.92 per month, full-time, 12 months per year, effective October 23, 2023. Cornel was selected through an open recruitment process.

Ulises Sixto Avendano, Administrative Support Assistant II, CARE, position P-10586, salary range 16, step 1, \$4,827.50 per month, full-time, 12 months per year, effective October 16, 2023. Ulises was selected through an open recruitment process.

3. Permanent change of assignment for the following regular classified employees and academic administrators:

Jorge Ramirez Ibanez, Financial Aid Assistant, position P-06188, has accepted the

permanent position of Financial Aid Advisor, position P-06189, class 23, step 4, \$6,883.25 per month, full-time, 12 months per year, effective October 16, 2023. Jorge was selected through an open recruitment process.

Freddy Ramirez, Dean of Admissions and Student Support, position P-00433. Freddy has requested to retreat from an academic administrator to the full-time, 11 months per year, tenured faculty position of Counselor, EOPS/CalWORKs, position P-00429, class 6, step 26, 1.1080 time factor, \$185,217.71 per year (2023/24 academic salary schedule), effective January 1, 2024, per Education Code section 87458 and as detailed in Chapter XV, Administrative Retreat Rights, of the MCCCDAAA Working Conditions Manual.

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

Erica Gheorghin, Internship and Employment Technical Specialist, Employment Services, position P-07019, will continue to serve as Interim Career Studies and Services Coordinator, Career Services, range 26, step 3, \$7,023.71 per month, full-time, effective October 30 – November 12, 2023.

Analia Zamora, Administrative Support Assistant II, position P-00054, will continue to serve as Interim Program Manager, Service Learning, range 31, longevity year 6, \$9,354.08 per month, effective August 1, 2023 – January 7, 2024.

Jd Banks, Administrative Support Assistant III, Student Equity, position P-00056, will serve as Interim Student Services Specialist, Student Life and Leadership, salary range 21, longevity year 8, \$7,148.92, per month, full-time, effective October 30, 2023 - June 30, 2024.

Michael Turner, Lead Building Maintenance Mechanic, Facilities Maintenance, position P-00254, will serve as Interim Facilities Manager, classified salary range 37, longevity year 13, \$11,983.75 per month, full-time, effective November 8, 2023 – June 30, 2024.

Arleen Palafox, Testing Services Specialist, Testing Services, position P-06218, will serve as Interim Student Support Advisor, Admissions and Records, salary range 22, step 2, \$6,057.25 per month, full-time, effective October 1, 2023 – June 30, 2024.

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


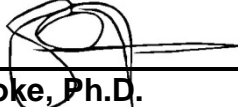
Eric	Neubauer	Automotive Technology
Daniel	Alvarez Mendoza	Business
Cheryl	Brown	Business
Nicole	Magnuson	Business
Raul	Randle	Business
Sarra	Salib	Business
Caroline	Mahoney	Communication Studies
Stephen	Cerruti	Computer Science

6. 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
Donald Smith	Campus Aide II	Short-term	Athletics and Intramurals	\$17.50/hr	11/17/23	6/30/24
Ashley Kowack	Assistant Coach	Short-term	Athletics and Intramurals	\$27.85/hr	11/17/23	6/30/24
Emmy Wieman	Assistant Coach	Short-term	Athletics	\$27.85/hr	11/17/23	6/30/24
Ricardo Sanchez	Campus Aide I	Short-term	School Relations/Diversity Recruitment	\$15.50/hr	11/17/23	6/30/24
Adolfo Naranjo	GEAR UP Aide III	Substitute	GEAR UP	\$19.50/hr	10/23/23	6/30/24
Susy Morales Benitez	Student Support Advisor	Substitute	Admissions and Student Support	\$33.13/hr	10/1/23	6/30/24
Carlos Rodriguez Dominguez	Student Support Advisor	Substitute	Admissions and Student Support	\$33.13/hr	10/1/23	6/30/24
Rebekah Gerhardt	Student Support Advisor	Substitute	Admissions and Student Support	\$33.13/hr	10/1/23	6/30/24
Dunia Azizi	Support Assistant, Noncredit Adult Education	Substitute	Workforce IOA	\$24.84/hr	10/30/23	6/30/24
Quiemari Mikes	Administrative Support Assistant III	Substitute	Student Equity	\$31.27/hr	11/17/23	6/30/24
Carolyn Goodspeed	Administrative Assistant to the Dean	Substitute	Inclusion, Diversity, Equity and Accessibility	\$35.09/hr	10/30/23	1/15/24
Peter Ovwiovwio	Program Consultant II	Substitute	Veterans Business Outreach Center	\$53.00/hr	11/1/23	6/30/24

RECOMMENDATION

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

Subject: Approve Increase to Hourly Pay Rates Effective January 1, 2024, and Set Minimum Wage to \$16.00	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

Per California Labor Code, minimum wage is scheduled to increase from the current rate of \$15.50 per hour to \$16.00 per hour in 2024.

STATUS

Effective January 1, 2024, the minimum wage in California will increase to \$16.00 per hour. As a result, the pay rates for hourly job classifications currently paid at the minimum wage of \$15.50 per hour, will increase along with the corresponding rates within each classification. This adjustment is necessary to ensure a sufficient differential between levels within each classification that adequately reflects the requisite level of knowledge, skills and abilities required of each level.

Title	2023 Hourly Rate	2024 Hourly Rate
Apprentice I	\$15.50	\$16.00
Apprentice II	\$16.50	\$17.00
Apprentice III	\$17.50	\$18.00
Campus Aide I	\$15.50	\$16.00
Campus Aide II	\$17.50	\$18.00
Campus Aide III	\$19.50	\$20.00
GEAR UP Aide I	\$15.50	\$16.00
GEAR UP Aide II	\$17.50	\$18.00
GEAR UP Aide III	\$19.50	\$20.00

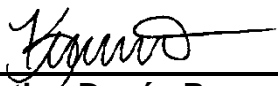

GEAR UP Support Staff I	\$15.50	\$16.00
GEAR UP Support Staff II	\$16.50	\$17.00
GEAR UP Support Staff III	\$17.50	\$18.00
Student Workers	\$15.50	\$16.00
Theatre Aide I	\$15.50	\$16.00
Theatre Aide II	\$16.50	\$17.00
Theatre Aide III	\$17.50	\$18.00
Theatre Aide IV	\$19.50	\$20.00

The cost to the district for FY2023/24 is estimated to be \$ \$80,121.50.

The hourly wage for all district positions shall not fall below the required minimum wage of \$16.00 per hour effective January 1, 2024.

RECOMMENDATION

Approve increase to hourly pay rates effective January 1, 2024, and set minimum wage to \$16.00, as stated above.

Subject: Approve Curriculum for 2024-2025 Catalog, Part I	Attachment: 2024/25 Curriculum Approvals, Part I
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 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 accordance with Board Policy 4020, the MiraCosta Community College District Board of Trustees assigns primary responsibility for developing and recommending the adoption or discontinuance of courses or programs to the faculty, and this effort is coordinated by the Instructional Services Division. Title 5 regulations stipulate the Academic Senate is responsible for academic and professional matters, which include curriculum and educational program development. The Courses and Programs Committee (CPC), consisting primarily of faculty, exists for the purpose of making recommendations pertaining to the programs and courses offered by the college.

The CPC convened five (5) curriculum approval meetings beginning August 24, 2023, and ending October 26, 2023. Curriculum proposals follow a rigorous review process before each CPC meeting.

This review process has eight stages:

- 1) The faculty author initiates a proposal to modify, add, or delete a course or program. Once the proposal is complete, the faculty author forwards it to the next stage (Senior Curriculum and Accreditation Specialist).
- 2) The senior curriculum and accreditation specialist reviews the proposal and works closely with the faculty author to assist in writing high quality course outlines; they then forward the proposal to the articulation officer.
- 3) The articulation officer reviews for potential CSU/UC transfer; the articulation officer then forwards the proposal to the department chair.

- 4) The department chair reviews the proposal for discipline- and department-specific impact, encroachment, accuracy, and completeness; the department chair then forwards the proposal to the instructional dean.
- 5) The dean reviews the curriculum for interdepartmental and college-wide impact, encroachment, and, when appropriate, local workforce need. Deans also check for accuracy, completeness, and impact on divisional load; the instructional dean then forwards the proposal to the Technical Review Committee (Tech Review).
- 6) Tech Review evaluates the curriculum for:
 - consistency and compliance with local and state curriculum writing and content standards,
 - state standards pertaining to prerequisites, corequisites, and advisories,
 - state and local standards and guidelines pertaining to repeatability and courses related in content,
 - state standards pertaining to hours and units,
 - local mandates on class size maxima.Tech Review then forwards the proposal to CPC.
- 7) CPC, by means of careful study and open discussion, assures the college's curriculum has consistent quality, rigor, and compliance with state regulations and standards as well as with district policies and procedures; once approved the CPC forwards a complete list of courses and programs to the Academic Senate as a consent item.
- 8) Finally, the Academic Senate reviews and approves the curriculum packet.

The CPC submits curriculum to the board for approval in both the fall and spring semesters. Once approved by the board, the curriculum is submitted to the Chancellor's Office for review and approval. By submitting the curriculum on a frequent basis, the curriculum review workload is spread out to allow faculty and staff ample time to review the curriculum.

STATUS

Credit course approvals include the addition of 13 new courses, 87 modifications of existing courses, and nine course deletions. The committee approved five new programs: two certificates of achievement (COA), one Associate of Science (AS) degree, one AA-T degree and one AS-T degree (Public Health 2.0 for Transfer which replaces the Public Health for Transfer deletion). One COA, four Certificates of Proficiency (COPs), five AA degrees, and two AS-T degrees were modified. Three programs were deleted: one COP, one AA degree and one AA-T degree. There was a total of ten new general education (GE), 17 new 100 percent online (O), and no new hybrid only (H) approvals.

Noncredit course approvals include no new courses, six modified courses, and one course deletion. There are no new, modified or deleted noncredit programs.

RECOMMENDATION

Approve the attached listing of curriculum approvals for inclusion in the 2024-2025 Catalog and the attached list of courses and programs with code update changes.

2024/25 Curriculum Approvals

Effective: August 2024

Part I

I. Credit Course Level						
A. New Courses						
Department	Subject	Course #	Additional Approvals	Course Title and Catalog Description	Units	Date Approved
KHAN	ATHL	104		<u>Beach Volleyball Techniques</u> : This activity class integrates beach volleyball techniques with practice of in-game situations. Topics include beach volleyball fundamental techniques, strategies, and rules. (May be repeated three times.)	1	10/12/2023
KHAN	ATHL	105		<u>Beach Volleyball Competition</u> : This class emphasizes advanced-level instruction and training in beach volleyball skills, techniques, strategies, and leadership. Students apply beach volleyball rules to game situations and integrate strategies into competition and team play. (May be repeated three times.)	1	10/12/2023
CSIT	CSIT	150	O/GE	<u>Artificial Intelligence: Concepts</u> : This course provides a comprehensive introduction to the field of artificial intelligence (AI), including its history, techniques, and applications. Students explore the fundamental concepts and methodologies in AI, including problem-solving, knowledge representation, reasoning, ethics, and learning. Students gain an understanding of AI algorithms, techniques, and tools currently being used in this area of study.	3	10/12/2023
CSIT	CSIT	151	O/GE	<u>Artificial Intelligence: Applications</u> : This course equips students with the hands-on skills needed to integrate artificial intelligence (AI) tools into real-world work environments. It delves into actionable insights and practical application of a range of AI technologies. The course also fosters an understanding of not just the algorithms that power AI, but also their ethical implications and productivity enhancements.	3	10/12/2023
CSIT	CSIT	152	O/GE	<u>Artificial Intelligence: Strategies and Solutions</u> : This course delves into the cutting-edge research and techniques of artificial intelligence through the exploration of state-of-the-art AI models, methodologies, and ethics. Students gain exposure to current research and practical experience in implementing and evaluating advanced AI algorithms and systems for a wide range of complex tasks and real-world applications.	3	10/12/2023

I. Credit Course Level
A. New Courses

Department	Subject	Course #	Additional Approvals	Course Title and Catalog Description	Units	Date Approved
MATH	MATH	103H	O/GE	<u>Statistics (Honors)</u> : This course introduces the use of probability techniques, hypothesis testing, and predictive techniques to facilitate decision-making. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-square, and t-tests; and application of technology for statistical analysis, including the interpretation of the relevance of statistical findings. Students use appropriate statistical techniques to analyze and interpret applications based on data from a broad range of disciplines. This honors course gives students the opportunity to obtain a higher level of understanding on topics currently available in MATH 103. It emphasizes logical reasoning, problem solving, and applications.	4	10/26/2023
MATH	MATH	135	O/GE	<u>Precalculus Mathematics</u> : This course covers functions and their properties as well as basic concepts of analytic geometry and trigonometry. Topics include linear, quadratic, polynomial, rational, trigonometric, inverse trigonometric, exponential, and logarithmic functions; systems of equations and inequalities; solving applied problems with right triangles; trigonometric identities; polar coordinates; conics; vectors; and sequences and series. This course prepares students for MATH 150/150H.	6	10/26/2023
MATH	MATH	150S	O/GE	<u>Calculus and Analytical Geometry I with Integrated Support</u> : This course is the first in a three-semester calculus sequence designed for mathematics, science, and engineering majors. Topics include limits and continuity; differentiation of algebraic functions and their inverses, trigonometric functions and their inverses, and exponential functions and their inverses; integration and the fundamental theorem of calculus; and applications of differentiation and integration. Utilizing a just-in-time approach, the course provides additional support and reviews topics from precalculus. NOTE: A graphing calculator is required. UC CREDIT LIMITATION: Credit for MATH 115, MATH 115S, MATH 150, or MATH 150H.	7	10/26/2023

I. Credit Course Level						
A. New Courses						
Department	Subject	Course #	Additional Approvals	Course Title and Catalog Description	Units	Date Approved
ETHN	NAIS	100	O/GE	<u>Introduction to Native American and Indigenous Studies</u> : This course introduces students to the interdisciplinary field of Native American and Indigenous studies using ethnic studies theories and methods. Students learn the diversity of traditional Native Americans across Turtle Island (i.e., the continent of North America), with a focus on tribes in California and San Diego. Topics include the history of settler colonialism, genocide, manifest destiny, displacement, reservations, and forced assimilation. Students engage with the complex legal and political experiences of Native communities, such as the formation of treaties, tribal governance systems, sovereignty, and international law. Students also examine the revitalization, renaissance, and resurgence of Native American agency, identity, cultural practices, communities, and environmental movements. The course requires students to connect with living Native peoples through community engagement and service learning opportunities.	3	10/26/2023
ETHN	PACS	100	O/GE	<u>Introduction to Pacific Islander and Oceania Studies</u> : This course introduces the interdisciplinary field of Pacific Islands, Pacific Islander, and Oceania studies. Students learn island and ocean geographies by studying maps and discussing the cartographic politics that formed the regions of Polynesia, Micronesia, and Melanesia. They explore the diverse cultures and identities of the Pacific, highlighting traditional knowledge, customs, arts (storytelling, weaving, tattooing), practices (canoe building, navigation, surfing), religion, and food. Topics include the colonial, postcolonial, and neocolonial histories of the region, from the arrival of European imperialism in the 16th century to contemporary geopolitical struggles. Course materials encompass history texts, scholarly essays, maps, films, literature, music, dance, art, and photography.	3	10/26/2023
MUS	MTEC	125	O	<u>Sound for Visual Media</u> : Students learn the theory and practice of audio production for film, television, and visual media. Topics include fundamentals of acoustics, microphones, digital audio workstations (DAWs), audio editing, and mixing.	3	10/26/2023
MUS	MUS	230A	O	<u>Guitar III</u> : This course delves into advanced techniques and concepts for semi-professional and professional guitar players. Students explore advanced scales, modes, and more intricate chord progressions. The course also covers music theory in greater depth, enabling students to analyze, deconstruct, and improvise over complex songs.	1	10/26/2023

I. Credit Course Level						
A. New Courses						
Department	Subject	Course #	Additional Approvals	Course Title and Catalog Description	Units	Date Approved
MUS	MUS	230B	O	<u>Guitar IV</u> : This course is designed to provide students with a comprehensive understanding of the guitar fretboard. Topics include advanced techniques, advanced music theory, and in-depth improvisation. Students also explore genre-specific playing styles and work on a final project showcasing their mastery of the instrument.	1	10/26/2023
PHSC	GEOG	155	O/GE	<u>Introduction to Geographic Information Systems and Techniques with Lab</u> : This course provides an introduction to the fundamentals of geospatial technology, including geographic information systems (GIS), Global Positioning Systems (GPS), cartography, remote sensing, and spatial analysis, through a series of hands-on computer-based exercises and on-site field exercises. Participants learn how to utilize geospatial technology to address social and environmental issues. Course content is based upon the US Department of Labor's Geospatial Technology Competency Model for entry-level geospatial occupations, including geospatial or GIS technicians and technologists.	4	10/26/2023
Total Credit Course Additions: 14						

I. Credit Course Level
B. Modified Courses

Department	Subject	Course #	Additional Approvals	Course Title and Catalog Description	Units	Date Approved
SSCI	ANTH	190	O/GE	Primate Behavior and Ecology	3	9/28/2023
SSCI	ANTH	190H	O/GE	Primate Behavior and Ecology (Honors)	3	9/28/2023
BTEC	BTEC	107	O/GE	Exploring Biotechnology: Emerging Trends, Careers, and the Local Industry	3	8/24/2023
BTEC	BTEC	120	O	Business and Regulatory Practices in Biotechnology	3	8/24/2023
BTEC	BTEC	180	O/GE	Biostatistics	4	8/24/2023
BTEC	BTEC	180H	O/GE	Biostatistics (Honors)	4	8/24/2023
BTEC	BTEC	210	O	Data Analysis with Excel	1	8/24/2023
BTEC	BTEC	211	O	Technical Writing for Regulated Environments	1	8/24/2023
KHAN	KINE	200	O	Physical Education in the Elementary School	3	8/24/2023
MUS	MTEC	160	O	Business of Music and Media I	3	8/24/2023
NAAH	PHAR	100	O	Basic Pharmacology--Dosages and Calculations	3	8/24/2023
SSCI	ANTH	105	O/GE	Evolution of Human Behavior	3	8/24/2023
SSCI	ANTH	105H	O/GE	Evolution of Human Behavior (Honors)	3	8/24/2023
BTEC	BTEC	110	O	Basic Techniques in Biotechnology	5	8/24/2023
BTEC	BTEC	110H	O	Basic Techniques in Biotechnology (Honors)	5	8/24/2023
BTEC	BTEC	201	O	Advanced Cell Culture	1	8/24/2023
BTEC	BTEC	203	O	Techniques in DNA Amplification	1	8/24/2023
BTEC	BTEC	204	O	Recombinant DNA	1	8/24/2023
BTEC	BTEC	206	O	Principles of Separation and HPLC	1	8/24/2023
BTEC	BTEC	207	O	Techniques in Immunochemistry and ELISA	1	8/24/2023
BTEC	BTEC	231	O	Gene Editing Techniques: CRISPR-Cas9	1	8/24/2023
MATH	MATH	226	O	Discrete Mathematics	4	8/24/2023 & 10/26/2023
MATH	MATH	226H	O	Discrete Mathematics (Honors)	4	8/24/2023 & 10/26/2023
NAAH	NURS	160	O	Certified Nursing Assistant	6.5	8/24/2023 & 10/26/2023
SSCI	ANTH	104	O/GE	Native American Cultures	3	9/14/2023
SSCI	ECON	100	O/GE	Survey of Economics	3	9/14/2023
SSCI	PLSC	102	O/GE	American Institutions and History	4	9/14/2023
CSIT	CSIT	101	O/GE	Introduction to Computers	3	9/14/2023
CSIT	CSIT	110	O/GE	Computer Applications	3	9/14/2023
CSIT	CSIT	125	O	Microsoft Word for Business	3	9/14/2023
CSIT	CSIT	128	O	Microsoft Excel for Business	3	9/14/2023
CSIT	CSIT	131	O	Microsoft Access for Business	3	9/14/2023
CSIT	CSIT	134	O	Microsoft PowerPoint for Business	3	9/14/2023
CSIT	CSIT	137	O/GE	Google Apps for Business	3	9/14/2023
CSIT	CSIT	146	O	E-Commerce and Web Presence	3	9/14/2023
CSIT	CSIT	149	O	Microsoft Windows	3	9/14/2023
CSIT	CSIT	182	O	Fundamentals of Computer Security	3	9/14/2023
CSIT	CSIT	183	O	Windows Server	3	9/14/2023
CSIT	CSIT	184	O	Linux Server	3	9/14/2023
CSIT	CSIT	195	O	IT Career Exploration and Portfolio Development	1	9/14/2023
CSIT	CSIT	286	O	Professional Certification Preparation	1	9/14/2023
DESN	DESN	203	O	Solid Modeling	3	9/14/2023
DESN	DESN	286	O	Professional Certification Preparation	1	9/14/2023
DNCE	DNCE	250		Contemporary Dance Intensive I	1.5	10/12/2023
DNCE	DNCE	253		Contemporary Dance Intensive II	1.5	10/12/2023
DNCE	DNCE	254		Contemporary Dance Intensive III	1.5	10/12/2023
DNCE	DNCE	256		Contemporary Dance Intensive IV	1.5	10/12/2023
PHSC	GEOG	101L	O/GE	Earth's Dynamic Environment: Introduction to Physical Geography Lab	1	10/12/2023
MAT	MAT	290	O	Portfolio Development	3	10/12/2023
MATH	MATH	150	O/GE	Calculus and Analytic Geometry I	5	10/12/2023
MATH	MATH	150H	O/GE	Calculus and Analytic Geometry I (Honors)	5	10/12/2023
MUS	MUS	228	O	Classical Piano	1	10/12/2023
CSIT	CSIT	123	O/GE	Introduction to Data Analytics	3	10/12/2023
PHSC	GEOG	101	O/GE	Earth's Dynamic Environment: Introduction to Physical Geography	3	10/12/2023
PHSC	GEOG	102	O/GE	People, Place, Time: Introduction to Human Geography	3	10/12/2023

I. Credit Course Level						
B. Modified Courses						
Department	Subject	Course #	Additional Approvals	Course Title and Catalog Description	Units	Date Approved
BUS	BUS	147	O/GE	Personal Finance	3	10/26/2023
BUS	BUS	204	O/GE	Business Statistics	3	10/26/2023
BUS	BUS	204H	O/GE	Business Statistics (Honors)	3	10/26/2023
BUS	BUS	289	O	Career Mentoring	1	10/26/2023
ETHN	CCS	100	O/GE	Introduction to Chicana/o Studies	3	10/26/2023
THEATR	DRAM	273		Acting, Voice, and Movement Workshop	1	10/26/2023
ESL	ESL	20	O	Listening and Speaking Skills for Multilingual Students	3	10/26/2023
ESL	ESL	30	O	Reading and Vocabulary Development for Multilingual Students	3	10/26/2023
ESL	ESL	40	O	Grammar for Multilingual Students	3	10/26/2023
ESL	ESL	80	O	Advanced Grammar for Writing for Multilingual Students	3	10/26/2023
PHIL	PHIL	101	O/GE	Introduction to Philosophy: Knowledge and Reality	3	10/26/2023
PHIL	PHIL	101H	O/GE	Introduction to Philosophy: Knowledge and Reality (Honors)	3	10/26/2023
PHIL	PHIL	102	O/GE	Contemporary Moral Problems	3	10/26/2023
PHIL	PHIL	110	O/GE	Introduction to Logic	3	10/26/2023
PHIL	PHIL	110H	O/GE	Introduction to Logic (Honors)	3	10/26/2023
PHIL	PHIL	221	O/GE	Philosophy of Religion	3	10/26/2023
PHIL	PHIL	302	O	Bioethics	3	10/26/2023
MATH	MATH	103	O/GE	Statistics	4	10/26/2023
MATH	MATH	103S	O/GE	Statistics with Integrated Support	5	10/26/2023
CHLD	CHLD	111	O	Programs for Infants and Toddlers	3	10/26/2023
CHLD	CHLD	113	O/GE	Child and Adolescent Growth and Development	3	10/26/2023
CHLD	CHLD	200	O	Observation & Assessment in Early Childhood	3	10/26/2023
CHLD	CHLD	210	O/GE	Child, Family, and Community	3	10/26/2023
CHLD	CHLD	212	O	Advanced Issues in Infant-Toddler Care	3	10/26/2023
CHLD	CHLD	240	O	Children with Special Learning Needs	3	10/26/2023
CHLD	CHLD	270	O	Practicum - The Student Teaching Experience	3	10/26/2023
LTRST	ENGL	100	O/GE	Composition and Reading	4	10/26/2023
LTRST	ENGL	100H	O/GE	Composition and Reading (Honors)	4	10/26/2023
ESL	ESL	149	O	Introduction to Academic Writing for Students from Multilingual Backgrounds	4	10/26/2023
ESL	ESL	150	O	Introduction to College Composition for Students from Multilingual Backgrounds	4	10/26/2023
MUS	MUS	130A	O	Guitar I	1	10/26/2023
MUS	MUS	130B	O	Guitar II	1	10/26/2023
Total Credit Course Modifications: 87						

I. Credit Course Level
C. Deleted Courses

Department	Subject	Course #	Course Title and Catalog Description	Units	Date Approved
BIO	BIO	106	Introductory Biology: Infectious Diseases--A Global Concern	3	9/28/2023
BIO	BIO	109	Introductory Biology: The Fundamentals of Life on Earth	4	9/28/2023
BIO	BIO	190	Survey of Human Musculoskeletal System	1	9/28/2023
DNCE	DNCE	191	Tap Dance I	1.5	8/24/2023
ESL	ACE	149	Introduction to Academic Writing for Students from Multilingual Backgrounds	4	10/26/2023
ESL	ACE	150	Introduction to College Composition for Students from Multilingual Backgrounds	4	10/26/2023
ESL	ACE	296	Topics in American College English	1-3	10/26/2023
LTRSPT	ENGL	50	Introduction to College Composition	4	10/26/2023
SOC	SOC	230	Introduction to Chicana/o Studies	3	10/26/2023
Total Credit Course Deletions: 9					

II. Certificate and Degree Level
A. New Degrees and Certificates

Department	Subject	Certificate Type	Degree Type	Certificate/Degree Title	Required Units	Date Approved
CSIT	CSIT	COA	AS	Artificial Intelligence	25	10/12/2023
SSCI	ANTH	COA		Global Health	13-14	10/26/2023
PHSC	GEOG		AA-T	Geography for Transfer	20-22	10/26/2023
KHAN	HEAL		AS-T	Public Health 2.0 for Transfer	23-26	10/26/2023

Total New Degree and Certificates: 5

II. Certificate and Degree Level
B. Modified Degrees and Certificates

Department	Subject	Certificate Type	Degree Type	Certificate/Degree Title	Required Units	Date Approved
BUS	HOSP	COP		Guest Services and Concierge	12	8/24/2023
LIBARTS	LIBARTS		AA	Liberal Arts with an AOE in Arts and Humanities	18	9/14/2023
LIBARTS	LIBARTS		AA	Liberal Arts with an AOE in Creative and Applied Arts	18	9/14/2023
LIBARTS	LIBARTS		AA	Liberal Arts with an AOE in Mathematics and Sciences	18	9/14/2023
LIBARTS	LIBARTS		AA	Liberal Arts with an AOE in Multicultural Studies	18	9/14/2023
LIBARTS	LIBARTS		AA	Liberal Arts with an AOE in Social and Behavioral Sciences	18	9/14/2023
CSIT	CSIT	COP		Business Productivity Software Applications	9	10/26/2023
CSIT	CSIT	COP		Certiport IC3 Digital Literacy	9	10/26/2023
CSIT	CSIT	COP		Emerging Technologies	9-10	10/26/2023
MATH	MATH		AS-T	Mathematics for Transfer	20-24	10/26/2023
THEATR	FILM		AS-T	Film, Television, and Electronic Media for Transfer	18-19	10/26/2023
MAT	MAT	COA		Video and Media Design	30	10/26/2023

Total Modified Degrees and Certificates: 12

II. Certificate and Degree Level**C. Deleted Degrees and Certificates**

Department	Subject	Certificate Type	Degree Type	Certificate/Degree Title	Required Units	Date Approved
THEATR	FILM		AA	Film Studies	29-30	9/28/2023
DESN	DESN	COP		Construction Management	14-15	9/14/2023
KHAN	HEAL		AA-T	Public Health Science for Transfer	31-33	10/12/2023
Total Deleted Degrees and Certificates: 3						

III. Noncredit Program Level

A. New Program

Department		Program	Date Approved
		None.	

Total New Noncredit Programs: 0

III. Noncredit Program Level

B. Modified Program

Department		Program	Date Approved
		None.	

Total Modified Noncredit Programs: 0

III. Noncredit Program Level

C. Deleted Program

Department		Program	Date Approved
		None.	

Total Deleted Noncredit Programs: 0

III. Noncredit Course Level

A. New Course

Department	Subject	Additional Approvals	Course Title and Description	Date Approved
			None.	

Total New Noncredit Course: 0

III. Noncredit Program Level

B. Modified Course

Department	Subject	Additional Approvals	Course Title	Date Approved
NCESL	NCESL 29	<input type="radio"/>	Listening and Speaking Skills for Multilingual Students	10/26/2023
NCESL	NCESL 39	<input type="radio"/>	Reading and Vocabulary Development for Multilingual Students	10/26/2023
NCESL	NCESL 49	<input type="radio"/>	Grammar for Multilingual Students	10/26/2023
NCESL	NCESL 53	<input type="radio"/>	Advanced Grammar for Writing for Multilingual Students	10/26/2023
NCESL	NCESL 55	<input type="radio"/>	Introduction to Academic Writing for Students from Multilingual Backgrounds	10/26/2023
NCESL	NCESL 57	<input type="radio"/>	Introduction to College Composition for Students from Multilingual Backgrounds	10/26/2023



Total Modified Noncredit Courses: 6

III. Noncredit Program Level

C. Deleted Course

Department	Subject	Additional Approvals	Course Title	Date Approved
AHS	NCENG 50		Introduction to College Composition	10/26/2023

Total Deleted Noncredit Courses: 1

Subject: Approve the American Institute for Foreign Study (AIFS) Faculty-Led Study Abroad to Paris, France – Spring 2024	Attachment: Basic Services Agreement with AIFS
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

Study abroad is a cornerstone of effective practice in the sphere of 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 proven to increase equitable access to study abroad for MiraCosta College students from various backgrounds. This was demonstrated in the summer 2022 and summer 2023 programs MiraCosta College piloted in Florence, Italy, which were arranged in partnership with The American Institute for Foreign Study (AIFS). The current proposal looks to build on that successful partnership by extending it into a third year, and to a second location; Paris, France.

During the 2022 Florence program, forty-six percent of the participants came from households with annual incomes below \$49,999, and 47 percent of participating students identified as Latinx. In 2023, forty percent of the participants came from households with annual incomes below \$49,999 and 46 percent of the participants identified as Latinx. The number of students who identified as Asian, Black/African American, and North African/Middle Eastern all increased in the 2023 cohort. Although the range of ages were all from 18-34 in 2022, in 2023, 15 percent of the participants were 35 or older, and 7 percent were 65 or older. As is true generally in study abroad, there has continued to be a significantly larger proportion of female students than male, which indicates an area for improvement but, overall, the demographic data from our first two years of study abroad programs to Europe 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 in accordance with the process laid out in the college's Education Abroad Handbook. During the academic year 2022/23, the IEAC followed a solicitation and review of proposals from travel organizations to administer a summer 2024 program. Based on the review of proposals, AIFS was identified as the preferred provider to organize a summer program in Florence, Italy. Given the positive experience with AIFS in 2022 and 2023, the district seeks to continue to work with them.

Pursuant to the program proposal in the attached agreement, the study abroad program is planned for June 6, 2024, through July 3, 2024. Participants will enroll for two summer courses: Design 107 (History of Western Architecture), taught by Professor David Parker, and a history of photography course, Art 254 (Understanding and Appreciating the Photographic Image), taught by Professor Lauren Greenwald. An optional online section of French 121 (Introduction to French Culture), taught by Professor Cristina Toharia, will also be offered as a supplemental option. The program will be organized and arranged by AIFS, which will provide homestay and pension accommodations ranging between \$4,795-\$5,015, depending on the number of participant travelers. Costs and program itinerary are summarized in the proposal (see attached agreement – exhibit A).

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 Basic Services Agreement with AIFS to offer a MiraCosta spring 2024 faculty-led study abroad program in Paris, France.

Subject: Award Bid #C04-24 OC8000 CDC Access Control and Security	Attachment: Bid Documents Bid Summary
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:  _____ Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

To increase the safety and security of the Child Development Center (CDC) at the Oceanside campus, the district has identified the need to upgrade the access control and security system equipment, including access control, cameras, and intrusion alarm systems for the remainder of the building.

STATUS

Bid #C04-24 OC8000 CDC Access Control and Security was issued by the purchasing department and advertised in the San Diego Union-Tribune on October 9, 2023. The bid documents were made available and sent out to 126 vendors through the district’s PlanetBids bid management portal system with C-10 (electrical) and C-28 (lock and security equipment) licenses.

Five contractors attended the mandatory pre-bid job walk on October 16, 2023. Two contractors submitted electronic proposals by the October 24, 2023, deadline via PlanetBids:

Vendor Name	Amount
Convergint Technologies	\$393,281.23
American Security Group	\$403,150.00


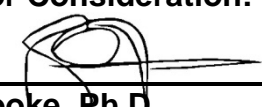
The contract award is based on the lowest, responsive, and responsible bid proposal. Both contractors were deemed responsive. Convergint Technologies., located in San Diego, California, was the lowest, responsive, and responsible bidder with a base bid amount of

\$393,281.23. Funding is budgeted within the district's state-scheduled maintenance funds. The facilities and purchasing staff recommend that the board delegate its authority to the assistant superintendent/vice president of administrative services to award and execute a construction contract for the project to the lowest, responsive, and responsible bidder in the amount of \$393,281.23.

RECOMMENDATION

Given the foregoing, district staff recommends that the board approve the following:

- Authorize the assistant superintendent/vice president of administrative services to award and execute a construction contract with the lowest, responsive, and responsible bidder for the OC8000 CDC Access Control and Security project in the amount of \$393,281.23.
- Authorize the director of purchasing and material management to proceed with the award of Bid #C04-24 OC8000 CDC Access Control and Security to Convergent Technologies.

Subject: Award Bid #C14-23 OC Barrier Removal ADA Project	Attachment: Bid Documents Bid Summary
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:  _____ Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

In June 2021, the district underwent an audit by the U. S. Department of Education's Office of Civil Rights. Several areas throughout the Oceanside campus were identified that required upgrades. This project is the resulting alterations of interior spaces, external site features, and updates to the existing path of travel to remove barriers and comply with the Americans with Disabilities Act (ADA) requirements.

STATUS

Bid #C14-23 OC Barrier Removal ADA Project was issued by the purchasing department and advertised in the San Diego Union-Tribune on October 3, 2023. The bid documents were made available and sent out to 151 vendors through the district's PlanetBids bid management portal system with A (general engineering contractor) or B (general building contractor) licenses.

Five contractors attended the mandatory pre-bid job walk on October 9, 2023. Four contractors submitted electronic proposals by the March 16, 2023, deadline via PlanetBids:



Vendor Name	Amount
GQ Builders, Inc.	\$273,000
DICA Enterprise, Inc.	\$308,000
Ayuma House Planning Company	\$511,000
Fordyce Construction, Inc.	\$575,554

The contract award is based on the lowest, responsive, and responsible bid proposal. GQ Builders, Inc. withdrew their proposal due to a clerical error and DICA Enterprise, Inc. was non-responsive. The remaining two contractors were deemed responsive. Ayuma House Planning Company, located in El Cajon, California, was the lowest, responsive, and responsible bidder with a base bid amount of \$511,000. Funding is budgeted within the district's state-scheduled maintenance funds. The facilities and purchasing staff recommend that the board delegate its authority to the assistant superintendent/vice president of administrative services to award and execute a construction contract for the project to the lowest, responsive, and responsible bidder in the amount of \$511,000.

RECOMMENDATION

Given the foregoing, district staff recommend that the board approve the following:

- Authorize the assistant superintendent/vice president of administrative services to award and execute a construction contract with the lowest, responsive, and responsible bidder for the OC Barrier Removal ADA project in the amount of \$511,000.
- Authorize the director of purchasing and material management to proceed with the award of Bid #C14-23 OC Barrier Removal ADA Project to Ayuma House Planning Company.

Subject: Notice of Completion – Bid #MM-21-23 Theater Equipment Installation 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:  _____ Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

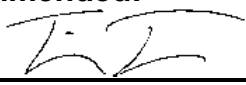

On October 25, 2023, Ayuoma House Planning Company completed all the work associated with Bid #MM-21-23 Theater Equipment Installation Project. The original construction contract amount was \$285,000 and the total change order amount for this project was \$0.00. This project had a final construction cost of \$285,000.

STATUS

The project is currently 100 percent complete.

RECOMMENDATION

Approve and execute Notice of Completion for Bid #MM-21-23 Theater Equipment Installation Project.

Subject: Ratify and Approve Contracts and Purchase Orders	Attachment: Contract and Purchase Order Ratification List
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/> 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 2023 = \$109,300), 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 (CUPCAA) 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
September 23, 2023 - October 22, 2023**

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

CUPCAA POs from \$5,000 – \$200,000			
PO #	Vendor	Description	Amount
23004172	Botsford Construction Inc	B3600 Add Double door opener (Fac)	\$22,149.00
23004363	HCI Systems Inc	CDC PIV replacement Tand M (Fac)	\$20,045.19
23004474	TK Elevator Corp	Elevator Load Bank testing (Fac)	\$14,093.23
23003291	Pacific Rim Mechanical Contractors Inc	Kitch Freezer Compressor Rplcmnt (Fac)	\$7,036.00
23004128	ABC School Equipment Inc	Services (Fac)	\$5,730.48

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 - \$109,300			
PO #	Vendor	Description	Amount
23004452	Dell Marketing L P	CAD Lab Workstations (Perkins/Voc Ed)	\$97,327.58
23004404	Study Smart Tutors Inc	Tutoring Svs and Workshops (Gear Up)	\$75,562.00
23004416	Laerdal Medical Corporation	Infant Patient Simulator (NAAH)	\$44,855.23
23004550	USC Race and Equity Center	USC Equity Minded Tchng (Diversity)	\$40,000.00
23004465	Open Biopharma Training Institute, Inc.	CIRM Contract Svs (Workforce Dev)	\$34,800.00
23004138	Cong Li	IC Research Services (CE Reg SWP)	\$31,200.00
23004136	Edson Cuellar Deciga	Research Expert IC (SWP)	\$31,200.00
23004137	Michael A. Gracia	IC Research Services (CE Reg SWP)	\$31,200.00
23004134	Ehsan Parsaeian	IC Research Services (CE Reg SWP)	\$31,200.00
23004135	Vicky Chhi	IC Research Services (CE Reg SWP)	\$31,200.00
23004270	Qingai Xu	Research Services CE (SWP)	\$31,200.00
23004408	James Hayes	Project Consultant (CE)	\$30,000.00
23004353	CoBro Consulting LLC	Grant Evaluation Contract (Gear Up)	\$28,500.00
23004245	Window Shine Professional Services	Services (Fac)	\$25,690.00
23004074	MJK Architecture	Building Fees (Fac)	\$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
23004284	American Assoc of Community Colleges	AACC Annual Membership (OOP)	\$18,603.00
23004216	Dell Marketing L P	Technology Equipment (Math)	\$16,773.34
23004384	Hi-Way Safety Inc	Equipment (Fac)	\$16,612.67

23004395	SimX, Inc	Software Maintenance (Nurs)	\$16,300.00
23002744	Higher Edge Consulting LLC	Contract Services (Financial Aid)	\$15,000.00
23004076	Efficient Energy Company	Service (Fac)	\$15,000.00
23004242	ReproMagic	Printing (PIO)	\$13,675.00
23004355	ServareGMP	Contract Services (CIRM Workforce Dev)	\$11,200.00
23004217	Skill Survey	SkillSurvey Annual Contract (HR)	\$11,144.00
23004520	MiraCosta College Foundation	NCHEA dues (President's Office)	\$10,400.00

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
23004453_PO	Advantage Mailing Inc	Postcard Printing (PIO)	\$9,651.44
23004332_PO	Achieving the Dream Inc	AtD Annual Network Benefits (RPIE)	\$9,500.00
23004393_PO	Alchemer LLC	Software Maintenance (ITS)	\$9,500.00
23004230_PO	Christi Ann Hill	Higher Ed Consultant (IS/Diversity)	\$7,200.00
23004320_PO	CoBro Consulting LLC	Independent Contractor (Gear Up)	\$7,125.00
23004246_PO	Workday Inc	Software Maintenance (Bus Serv)	\$6,600.00
23004077_PO	Pyro- Comm Systems, Inc	Maintenance Agreement (Fac)	\$6,000.00
23004460_PO	Zoological Society of San Diego	Zoo and Safari Park Tickets (SWP Nursing)	\$6,000.00
23004191_PO	Union-Tribune Publishing Co	Blanket Purchase Order (Pur)	\$5,412.50
23004173_PO	Gideon Taylor Consulting LLC	Contract Services (ITS)	\$5,000.00
23004409_PO	Oceanside Chamber of Commerce	Oceanside Chamber Membership (PIO)	\$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
23002239	Uber Technologies, Inc.	Blanket Purchase Order	\$62,500.00
23003978	SD Human Resources Consulting, Inc.	Consulting (HR)	\$18,350.00
23002285	Cambridge West Partnership LLC	Consulting (HR)	\$6,900.00

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

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

Total Contract Expenditures: \$967,435.66
Ratify MCC purchase orders 23004074 through 23004568

In accordance with BP/AP 6330—Purchasing and Contracts, and Public Contract Code Sections 20651 and 20662, the following transactions were executed or amended as follows.

MOUs / Grants / Instructional / Miscellaneous Agreements & Amendments		
Contract #	Other Party	Description
22001444	Cardiff Chamber of Commerce	Amend. 4 – Contract Extension & Temp. Fee adjustment
23000139	Point Loma Nazarene University	On-Site Baccalaureate Program
23000140	The Wall Street Journal	WSJ site License Agreement

In accordance with BP/AP 6330—Purchasing and Contracts, and Public Contract Code Sections 20651 and 20662, the following transactions were executed or amended as follows.

Facilities Use Agreements			
Contract #	Licensee	Description	Amount
23000132	San Diego Regulatory Affairs Network	In-Person Job-Hunting Workshop	\$287.16
23000135	Adrian Rose Andersen	Private Piano Recital	\$50.00
23000145	Alliance Group Holdings, LLC	Dunkin Donuts	\$0.00
23000147	Calvin Christian Schools	1st Grade Hort Field Trip	\$0.00
23000149	Encinitas Chamber Of Commerce	Rising Star Breakfast	\$0.00
23000150	Knight-Mayes Production	Table for “Know Thyself Woman” Event	\$0.00
23000151	SD County Medical Society Foundation	Immunization Clinic	\$0.00
23000152	Corn Armor	SAN Dia De Los Muertos 2023	\$0.00
23000153	Fruity Fruits	SAN Dia De Los Muertos 2023	\$0.00
23000154	Loli's Bites	SAN Dia De Los Muertos 2023	\$0.00
23000155	Lonchera de Rojas	SAN Dia De Los Muertos 2023	\$0.00
23000156	Brown Heart Design	Sales for “Know Thyself Woman” Event	\$0.00
23000157	Education Begins in the Home	Providing Free Books	\$0.00
23000158	Tranquil Holistic Irresistible Queen	Sales for “Know Thyself Woman” Event	\$0.00
23000159	Share Joy Studios	Sales for “Know Thyself Woman” Event	\$0.00
23000160	VEVE EatZ	Sales for “Know Thyself Woman” Event	\$0.00
23000161	New Song Community Church	Staff Christmas dinner	\$170.78

**Capital Improvement Program Contract and Purchase Order Ratification List
September 23, 2023 – October 22, 2023**

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 Period		

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 - \$109,300			
PO #	Vendor	Description	Amount
23004533	Southland Technology	04201 AV Equipment for H&W (OC)	\$109,138.20
23004165	Hill-Rom Company, Inc.	04201 Allied Health Equipment (OC)	\$108,953.93
23004311	Landscape Forms, Inc.	04204 Gym Outdoor Furniture (OC)	\$63,776.55
23004249	ePlus Technology, inc.	04201 H and W Exterior WAPs (OC)	\$58,698.56
23004344	Medline (Punchout)	04201 Exam Tables for AH (OC)	\$55,538.33
23004250	Lionakis	03722 Program Support (Program-wide)	\$50,500.00
23004251	CDW Government Inc	04203 UPS IT Equipment (OC)	\$46,241.07
23004312	Landscape Forms, Inc.	04201 AH Outdoor Furniture (OC)	\$43,492.94
23004370	CDW Government Inc	04201 Lecterns for H and W (OC)	\$40,702.00
23004480	CDW Government Inc	04216 Vivi AV Equipment Library (OC)	\$39,294.75
23004371	Henry Schein	04204 Treatment Room Equip Gym (OC)	\$38,355.26
23004253	PlanNet Consulting	04205 OC3000 IT/AV Consulting (OC)	\$32,995.00

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
23004162	Advanced Healthstyles Fitness Equip	04204 Exercise Equip for H&W (OC)	\$24,738.31
23004252	Medical Shipment LLC	04201 AH Medical Equipment (OC)	\$18,165.37
23004472	Howmedica Osteonics Corp	04201 AH ProCuity bed (OC)	\$13,904.60
23004473	Sideline Interactive, LLC	04204 TV Scorer's Table for the Gym (OC)	\$13,206.50
23004163	Parron Hall Office Interiors	04201 Misc Furniture AH (OC)	\$10,977.66
23004104	Elite Relocation Services	04201 AH Moving Services (OC)	\$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 \$0 - \$9,999			
PO #	Vendor	Description	Amount
23004535	Division of the State Architect	04205 Fees- Comm Hub Swng Spc (OC)	\$8,937.81
23004166	Bar None Group Inc.	04214 Assist Listng Equip Theater (OC)	\$5,175.06
23004471	Fitness and Exercise Solutions	04204 Indoor Cycle r for Gym (OC)	\$4,730.53
23004106	Elite Relocation Services	04202 Chem/Bio Moving/Storage (OC)	\$2,800.00
23004470	Dascoa, Inc.	04201 Undercounter Refrigerator (OC)	\$2,738.28
23004167	Bibliotheca LLC	04109 Library Reinstall Gate (SAN)	\$1,150.00

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
23003249	Mobile Mini	04216 Amendment 1 (OCN)	\$7,000.00

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.

Construction Contract Change Orders			
PO #	Vendor	Description	Amount
23003452	Balfour Beatty Construction LLC	04204 Change Order 28 (OCN)	\$250,000.00
23003452	Balfour Beatty Construction LLC	04204 Change Order 27 (OCN)	\$148,922.09
23003452	Balfour Beatty Construction LLC	04204 Change Order 26 (OCN)	\$124,332.05
23003446	Balfour Beatty Construction LLC	04201 Change Order 27 (OCN)	\$119,140.51
23003448	Balfour Beatty Construction LLC	04215 Change Order 15 (OCN)	\$89,456.00
23003446	Balfour Beatty Construction LLC	04201 Change Order 28 (OCN)	\$(250,000.00)

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item IX.I (10/19/17); and other applicable laws, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-17-001 is \$35,593,000.

MM-17-002 – Geotechnical Engineering Task Orders			
Contract #	Other Party	Description	Amount
	No Entries This Period		

MM-17-002 – Geotechnical Engineering Task Change Orders			
Contract #	Other Party	Description	Amount
	No Entries This Period		

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item IX.K (10/19/17); and other applicable law, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-17-001 is \$1,200,000.

MM-17-003 – Civil Engineering Task Orders			
Contract #	Other Party	Description	Amount
	No Entries This Period		

MM-17-003 – Civil Engineering Task Change Orders			
Contract #	Other Party	Description	Amount
	No Entries This Period		

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item VIII.K (06/13/19); and other applicable law, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-19-012 is \$2,252,892.

MM-17-012 – Commissioning Services Task Orders			
Contract #	Other Party	Description	Amount
	No Entries This Period		

MM-17-012 – Commissioning Services Task Change Orders			
--	--	--	--

Contract #	Other Party	Description	Amount
	No Entries This Period		

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item VIII.L (06/13/19); and other applicable law, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-19-013 is \$6,663,954.

MM-19-013 – Inspector of Record Task Orders			
Contract #	Other Party	Description	Amount
	No Entries This Period		


MM-19-013 – Inspector of Record Task Change Orders			
Contract #	Other Party	Description	Amount
	No Entries This Period		

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item VIII.M (06/13/19); and other applicable law, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-19-014 is \$6,193,914.

MM-19-014 – Special Inspection Task Orders			
Contract #	Other Party	Description	Amount
	No Entries This Period		

MM-19-014 – Special Inspection Task Change Orders			
Contract #	Other Party	Description	Amount
	No Entries This Period		

Total Contract Expenditures: \$1,293,061.36			
Ratify purchase orders — 23004104, 23004106, 23004144, 23004162-63, 23004165-67, 23004249-53, 23004311-12, 23004344, 23004370-71, 43004470-73, 23004480, 23004533, 23004535, 23004561			
Ratify purchase orders (Task Orders) — N/A			
Ratify purchase orders (Contracts) — N/A			

Subject: Establish Date and Time of Annual Organizational Board Meeting	Attachment: None
Category: Action Items	Type of Board Consideration: Information Consent <input checked="" type="checkbox"/> Action
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: Goal 1 Goal 2 <input checked="" type="checkbox"/> Goal 3 Goal 4
	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND




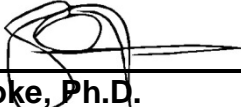
Education Code sections 35143 and 72000 provide that the 2023 organizational meeting shall be held between December 10 and December 24, inclusive, and the day and time for the annual organizational meeting shall be selected by the Board of Trustees at its regular meeting held immediately prior to December 1, unless otherwise provided by rule of the Board of Trustees.

STATUS

Annual organizational meetings have historically been held on the same day of the week as regular board meetings, which this year would be Thursday, December 14, 2023, at 4 p.m.

RECOMMENDATION

Approve Thursday, December 14, 2023, at 4 p.m. as the date and time of the annual organizational board meeting.

Subject: Ratify MiraCosta Community College District Classified Administrators Working Conditions Manual	Attachment: MiraCosta Community College District Classified Administrators Working Conditions Manual
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/> Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

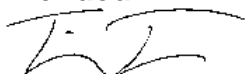
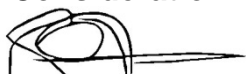
During the spring of 2023, the district engaged in collegial negotiations via the meet and confer process with the Classified Administrators pursuant to Board Policy 7140.

STATUS

The district’s negotiators and the Classified Administrators have met and conferred regarding changes to the Employee Manual, which were subsequently ratified by the Classified Administrators. The Classified Administrators Working Conditions Manual is available at the link above, and a copy is on file with the secretary of the board of trustees.

RECOMMENDATION

Ratify MiraCosta Community College District Classified Administrators Working Conditions Manual, as stated above.

Subject: Approve Resolution No. 6-23/24: Amend Resolution No. 13-10/11 Authorizing the Superintendent/President to Declare an Emergency and Take Emergency Actions	Attachment: Resolution No. 6-23/24
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

Immediate action is often necessary to address emergencies that pose a clear and imminent danger requiring immediate action to prevent or mitigate loss or impairment of life, health, property, or essential public services. The district adopted the California Uniform Construction Cost Accounting Act (CUPCAA) by Board Resolution No. 13-10/11. CUPCAA (AstroTurf Public Contract Code §22050) authorizes the board to declare an emergency and to authorize procurement of goods/services necessary to address an emergency without advertising for bids or competitive proposals (“Emergency Actions”). CUPCAA authorizes the board to delegate authority to take Emergency Actions to district staff, and for district staff to report Emergency Actions to the board of trustees (Public Contract Code §22050(b)). Resolution No. 7-23/24 amends Resolution No. 13-10/11 to authorize the superintendent/president to declare an emergency and to take Emergency Actions.

STATUS

By exercising the board’s authority under CUPCAA to delegate authority to take Emergency Actions to district staff, immediate actions can be taken to address an emergency. Emergency Actions taken under CUPCAA must be reported to the board until the Emergency Action is terminated. Delegation of authority to district staff to take Emergency Actions under Resolution No. 7-23/24 will allow immediate actions when necessary to address an emergency.

RECOMMENDATION

Adopt Resolution No. 6-23/24: Amend Resolution No. 13-10/11 Authorizing the Superintendent/President to Declare an Emergency and Take Emergency Actions.

**MIRACOSTA COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 6-23/24**

**AMENDM RESOLUTION NO. 13-10/11: UNIFORM CONSTRUCTION COST ACCOUNTING ACT (CUPCCAA)
DELEGATION OF EMERGENCY AUTHORITY TO SUPERINTENDENT/PRESIDENT**

WHEREAS, on or about November 16, 2010, the District adopted Resolution No. 13-10/11 pursuant to which the District elected to become subject to the California Uniform Construction Cost Accounting Act (“CUPCCAA”).

WHEREAS, by adopting CUPCCAA, pursuant to Public Contract Code §22050, the District is authorized to procure goods/services as necessary to address emergencies without a competitive process upon the Board of Trustees’ declaration of an emergency and authorization to contract for goods/services necessary to address the emergency.

WHEREAS, Public Contract Code §22050 authorizes the Board of Trustees to delegate to a District officer the authority to declare an emergency and to procure goods/services necessary to address the emergency without engaging in a competitive selection process (“Delegated Emergency Authority”).

WHEREAS, if Delegated Emergency Authority is exercised, the District officer exercising Delegated Emergency Authority is required by Section 22050 to report to the Board of Trustees on the emergency action taken and the status thereof, until the emergency action is completed.

WHEREAS, delegation of authority to declare an emergency pursuant to Public Contract Code §22050 serves the District’s best interests by the ability of the designated District officer to immediately take action necessary to address an emergency circumstance.

NOW THEREFORE, the Board of Trustees of MiraCosta Community College adopts the following Resolution:

RESOLVED, the foregoing Recitals are true and correct; the Recitals are incorporated herein by this reference.

FURTHER RESOLVED, Resolution No. 13-10/11 is amended as follows:

Pursuant to Public Contract Code §22050(b), the Board delegates authority to the District’s Superintendent/President to repair or replace a public facility and take other directly related and immediate action required by an emergency, including the procurement of necessary equipment, services and/or supplies for such purposes without giving notice for bids (“Emergency Action”).

The Superintendent/President may delegate the authority to take Emergency Action to a District employee (“Emergency Designee”). Emergency Actions taken by the Superintendent/President or an Emergency Designee pursuant to the foregoing is subject to the following.

The Superintendent/President or Emergency Designee shall, at the next regularly scheduled meeting of the Board following an Emergency Action of the Superintendent/President or Emergency Designee, report to the Board reasons why the

emergency will not permit delay resulting from a competitive solicitation for bids and why the action is necessary to respond to the emergency.

The Board shall review the Emergency Action taken by the Superintendent/President or Emergency Designee at each regularly scheduled meeting of the Board unless prior to such action of the Board, the Superintendent/President or Emergency Designee have terminated the Emergency Action.

FURTHER RESOLVED, this Resolution shall be effective as of the date of enactment.

ADOPTED, SIGNED AND APPROVED this 16th day of November 2023.

BOARD OF TRUSTEES OF THE
MIRACOSTA COMMUNITY COLLEGE DISTRICT

By: _____
Frank Merchat
President, Board of Trustees

Attest:

By: _____
Sunita V. Cooke, Ph.D.
Secretary, Board of Trustees

STATE OF CALIFORNIA)
)ss
SAN DIEGO COUNTY)

I, Sunita V. Cooke, Ph.D., do hereby certify that the foregoing is a true and correct copy of Resolution No. 06-23/24, which was duly adopted by the Board of Trustees of the MiraCosta Community College District at a meeting thereof held on the 16th day of November 2023, and that it was so adopted by the following vote:


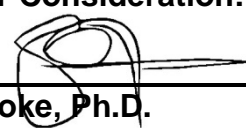
AYES:

NOES:

ABSENT:

ABSTENTIONS:

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

Subject: Adopt Resolution No. 7-23/24 Delegate Superintendent/President Emergency Declaration and Emergency Actions for Oceanside Main Power Outages	Attachment: Resolution No. 7-23/24
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

The district adopted the California Uniform Construction Cost Accounting Act (CUPCCAA) by Board Resolution No. 13-10/11, and approved Resolution No. 6-23/24, which amends Resolution No. 13-10/11 to authorize the superintendent/president to declare an emergency and to take Emergency Actions. The Oceanside Campus has experienced three power outages, causing disruption of instruction and support services and the closure of campus and transition to remote learning and work:

Outage #	Status
1	In the a.m. on October 19, the main campus experienced its initial power outage. Power was restored at approximately 10:33 p.m.
2	In the a.m. on October 23, the Building 4800 main electrical feeder failed. In addition, on the morning of October 25, the campus experienced a failure in its medium voltage loop, causing a campus-wide power outage. Power was successfully restored October 28.
3	At approximately 5:30 a.m. on November 7, power was lost on the north side of Oceanside campus due to an additional medium voltage loop failure. Power was restored on November 11 to most of the campus, except for the 4200, 4300, and 4400 buildings.

CUPCCAA (AstroTurf Public Contract Code §22050) authorizes the Board of Trustees to declare an emergency and to authorize procurement of goods/services necessary to address an emergency without advertising for bids or competitive proposals (“Emergency Actions”).

CUPCCAA authorizes the Board of Trustees to delegate authority to take Emergency Actions to District staff and for District staff to report Emergency Actions to the Board of Trustees (Public Contract Code §22050(b)).

STATUS

By exercising board authority under CUPCCAA under Resolution No. 6-23/24 to delegate authority to take Emergency Actions to district staff, immediate action was taken to address all three power outages. The following vendors/contractors were procured without advertising for bids or competitive proposals:

Outage #	Vendor/Contractor	Work/Goods/Services Description
1	Chula Vista Electric	Electrical, electrical testing, and temporary power
2	Southern Electric	Electrical, electrical testing, and temporary power
3	Southern Electric	Electrical, electrical testing, and temporary power

RECOMMENDATION

Adopt Resolution No. 7-23/24: Action Regarding Uniform Construction Cost Accounting Act (CUPCCAA) to Delegate Superintendent/President Emergency Declaration and Emergency Actions for Oceanside Main Power Outages.

**MIRACOSTA COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 7-23/24**

**ACTION REGARDING UNIFORM CONSTRUCTION COST ACCOUNTING ACT (CUPCCAA) TO DELEGATE
SUPERINTENDENT/PRESIDENT EMERGENCY DECLARATION AND EMERGENCY ACTIONS FOR
OCEANSIDE MAIN POWER OUTAGES**

WHEREAS, by Resolution No. 6-23/24 authority was delegated to the District’s superintendent/president to declare an emergency and to procure goods/services necessary to address the emergency without advertising for bids or competitive proposals.

WHEREAS, on or about October 19, 2023, MiraCosta experienced its first power outage at the Oceanside Campus, main buildings 5000, 5100, and 5200, resulting in disruption of instruction and support services in those areas and the transition to remote learning and work (“Emergency”).

WHEREAS, on or about October 25, 2023, MiraCosta experienced its second main power outage at the Oceanside Campus, causing the entire the campus to go down, resulting in disruption of instruction and support services and the closure of campus and transition to remote learning and work (“Emergency”).

WHEREAS, on or about November 7, 2023, MiraCosta experienced its third main power outage in two weeks, causing the campus, less Building 1000 and 2000 and Library T220, to go down, resulting in disruption of instruction and support services and the closure of campus and transition to remote learning and work (“Emergency”).

WHEREAS, the superintendent/president determined that the Emergency constituted a sudden, unexpected occurrence that posed a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services.

WHEREAS, pursuant to Resolution No. 6-23/24, the superintendent/president authorized procurement of goods/services necessary to address the Emergency without advertising for bids or competitive proposals (“Emergency Actions”).

WHEREAS, as a result of the Emergency, the following work/goods/services were required (“Emergency Actions”): electrical, electrical testing, temporary generator rentals; the Emergency Actions were procured from the following vendors/contractors without advertising for bids or competitive proposals:

Outage #	Vendor/Contractor	Work/Goods/Services Description
1	Chula Vista Electric	Electrical, electrical testing, and temporary power
2	Southern Electric	Electrical, electrical testing, and temporary power
3	Southern Electric	Electrical, electrical testing, and temporary power

WHEREAS, the status of completion of each Emergency Action is:

Outage #	Status
1	In the a.m. on October 19 the main campus experienced its initial power outage. Power was restored at approximately 10:33 p.m.

2	In the a.m. on October 23, Building 4800 main electrical feeder failed. In addition, on the morning of October 25, the campus experienced a failure in its medium voltage loop, causing a campus-wide power outage. Power was successfully restored October 28.
3	At approximately 5:30 a.m. on November 7, power was lost on the north side of Oceanside Campus due to an additional medium voltage loop failure. Power was restored on November 11 to most of the campus, except for 4200, 4300, and 4400 buildings.

WHEREAS, pursuant to Resolution No. 6-23/24, the superintendent/president will report to the Board of Trustees the status of the foregoing Emergency Actions until completed.

NOW THEREFORE, the Board of Trustees of MiraCosta Community College District adopt the following Resolutions:

RESOLVED, the foregoing Recitals are true, correct and incorporated herein.

FURTHER RESOLVED, action of the superintendent/president declaring an emergency and taking the Emergency Actions is in accordance with Resolution No. 6-23/24.

FURTHER RESOLVED, each of the foregoing described contracts are ratified.

FURTHER RESOLVED, the superintendent/president may satisfy the requirement for reporting the status of the contracts described above by written reports submitted to the Board of Trustees as information items on the Board of Trustees public meeting agenda.

FURTHER RESOLVED, any additional contracts awarded by the superintendent/president as an Emergency Action shall be subject to ratification by the Board of Trustees.

FURTHER RESOLVED, this Resolution shall be effective as of the date of enactment.

ADOPTED, SIGNED AND APPROVED this 16th day of November 2023.

BOARD OF TRUSTEES OF THE
MIRACOSTA COMMUNITY COLLEGE DISTRICT

By: _____

Frank Merchat
President, Board of Trustees

Attest:

By: _____

Sunita V. Cooke, Ph.D.
Secretary, Board of Trustees

STATE OF CALIFORNIA)
)ss
SAN DIEGO COUNTY)

I, Sunita V. Cooke, Ph.D., do hereby certify that the foregoing is a true and correct copy of Resolution No. 07-23/24, which was duly adopted by the Board of Trustees of the MiraCosta Community College District at a meeting thereof held on the 16th day of November 2023, and that it was so adopted by the following vote:






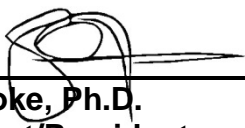
AYES:

NOES:

ABSENT:

ABSTENTIONS:

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

Subject: Board Policy 2200 – Board Duties and Responsibilities	Attachment: Board Policy 2200 – Board Duties and Responsibilities
Category: Board Policies – Second Read	Type of Board Consideration: Information Consent Action 
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported:  Goal 1  Goal 2  Goal 3  Goal 4
	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Board policies and administrative procedures receive periodic review. New board policies and revisions to board policies are presented to the board of trustees for review and approval.

STATUS

Edits to Board Policy 2200 – Board Duties and Responsibilities have been completed and approved by College Council. The policy is now presented for second read and adoption by the board of trustees.

There is not an Administrative Procedure 2200.

RECOMMENDATION

Adopt Board Policy 2200 – Board Duties and Responsibilities.

The Board of Trustees is authorized by statutes of the state of California to establish, maintain, operate, and govern one or more community colleges in accordance with all the applicable laws and the Constitutions of California and the United States. In so doing, the board may initiate and carry on any program or activity, or may otherwise act in any manner that is not in conflict with, inconsistent with, or preempted by any law that does not conflict with the purposes for which community college districts are established, and that supports the mission of the MiraCosta Community College District.

Following are specific fiduciary duties and responsibilities of the board:


- A. Represent the public interest.
- B. Hire and evaluate the superintendent/president.
- C. Delegate power and authority to the superintendent/president to effectively lead the district.
- D. Establish policies that ensure the district operates in an equity-minded and anti-racist manner.
- E. Establish policies for, and approve, current long-range academic and facilities plans and programs and promote orderly growth and development of the college.
- F. Establish policies for and approve courses of instruction and educational programs.
- G. Establish academic standards, ~~progress notice~~ and ~~probation~~ and ~~progress separation/dismissal~~ and readmission policies, and graduation requirements consistent with minimum standards adopted by the Board of Governors. Award degrees, certificates and diplomas to students upon completion of prescribed courses or curriculum.
- H. Employ and assign all personnel, consistent with minimum standards adopted by the Board of Governors, and, in keeping with statutory guidelines, establish employment practices, salaries, and benefits for all employees. Following applicable due process guidelines, terminate the employment of any employee when, in the board's judgment, the best interests of education in the district so require.

MiraCosta Community College District

Page 1 of 2

Adoption History:	4/7/09, 11/18/15, 10/21/21, add link
Reference Update:	11/14
References:	Education Code § 70902(b)(7) Title 5, §§ 53200 et seq. (Academic Senate), 51023.5 (staff), 51023.7 (students) Accrediting Commission for Community and Junior Colleges Accreditation Standard IV #25, 11/14
CCLC Update:	#25, 11/14
Steering:	S/P / N/A

- I. To the extent authorized by law, determine and control the district's operational and capital outlay budget. Assure that public funds are spent prudently and legally. Determine, if appropriate, the need for elections for override tax levies and bond measures and authorize the calling of such elections.
- J. Manage and control district property; contract for the procurement of goods and services as authorized by law.
- K. Establish procedures that are consistent with minimum standards adopted by the Board of Governors to ensure faculty, staff, and students the opportunity to express their opinions at the campus level and to ensure that these opinions are given every reasonable consideration, and the right to participate effectively in district and college governance.
- L. Establish rules and regulations governing student conduct.
- M. Establish student fees that are required by law and, in its discretion, fees it is authorized by law to establish.
- N. Receive gifts, grants, and scholarships on behalf of the college and its students.
- O. Within the framework provided by law, determine the district's academic calendar, including holidays it will observe.
- P. Hold and convey property for the use and benefit of the district. Acquire by eminent domain any property necessary to carry out the powers or functions of the district.
- Q. Annually review and approve the district's deferred maintenance plan and five-year capital outlay plan.
- R. Participate in the consultation process established by the Board of Governors for the development and review of policy proposals.
- S. Provide policy direction for the district while delegating administrative authority to the superintendent/president as chief executive officer.
- T. Review and evaluate the performance of the superintendent/president on an annual basis pursuant to Board Policy 2435, Evaluation of Superintendent/President.
- U. Review and evaluate its own performance on an annual basis.

Subject: Board Policy 6400 – Financial Audits	Attachment: Board Policy 6400 – Financial Audits
Category: Board Policies – Second Read	Type of Board Consideration: Information Consent Action ✓
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: ✓ Goal 1 ✓ Goal 2 ✓ Goal 3 ✓ Goal 4
	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Board policies and administrative procedures receive periodic review. New board policies and revisions to board policies are presented to the board of trustees for review and approval.

STATUS

Edits to Board Policy 6400 – Financial Audits have been completed and approved by College Council. The policy is now presented for second read and adoption by the board of trustees.

Administrative Procedure 6400 is provided for your reference only.

RECOMMENDATION

Adopt Board Policy 6400 – Financial Audits.

In the event any external or internal audit identifies any deficiency, the superintendent/president or designee shall promptly act to either correct the identified deficiency, produce recommended improvements, or demonstrate the audit finding is invalid or does not warrant action.

External Audit

On or before ~~May~~ April 1 of the fiscal year preceding the fiscal year to be audited, the board of trustees shall approve the selection of an auditor who shall be a certified public accountant licensed by the California State Board of Accountancy.

An auditing firm's contract shall be for no longer than five years. The audit shall include all funds under the control or jurisdiction of the district. The audit shall identify all expenditures by source of funds and shall contain the following:

- A. A statement that the audit was conducted pursuant to standards and procedures developed in accordance with Education Code section 84040.5 and Title 5, section 59102.
- B. A summary of audit exceptions and management recommendations.

The District shall file an Audit reports for the preceding fiscal year must be submitted to with the State California Community Colleges Chancellor's Office, and with other agencies specified in the Chancellor's Contracted District Audit Manual for the preceding fiscal year no later than by December 31, unless this date is extended by the California Community Colleges Chancellor's Office. The annual district audit must be presented to the board for information.

Internal Audit

The superintendent/president or vice president, administrative services may call for an audit whenever the best interest of the district will be served. The vice president of business and administrative services and their designee may independently audit any district account, including student organization and bookstore accounts and the revolving cash funds. Audit adjustments must be recorded in the accounting system and are to be reflected on the subsequent year's CCFS-311. District internal audits must be presented to the board for information.

MiraCosta Community College District

Page 1 of 1

Effective Date: 11/17/09, 11/22/11, 2/1/15, 8/16/18

References: Education Code 5564040.5, 51644
Title 5, 59102

Reference Update: ACCJC Accreditation Standard III.D.7
4/15, 10/17
CCLC Update: #26, 4/15; #31, 10/17; #42, 4/23
Steering: S/P / N/A

In the event any external or internal audit identifies any deficiency, the superintendent/president or designee shall promptly act to either correct the identified deficiency, produce recommended improvements, or demonstrate the audit finding is invalid or does not warrant action.

External Audit

On or before May 1 of the fiscal year preceding the fiscal year to be audited, the board of trustees shall approve the selection of an auditor who shall be a certified public accountant licensed by the California State Board of Accountancy.

An auditing firm's contract shall be for no longer than five years. The audit shall include all funds under the control or jurisdiction of the district. The audit shall identify all expenditures by source of funds and shall contain the following:

- A. A statement that the audit was conducted pursuant to standards and procedures developed in accordance with Education Code section 84040.5 and Title 5, section 59102.
- B. A summary of audit exceptions and management recommendations.


Audit reports for the preceding fiscal year must be submitted to the State Chancellor's Office by December 31. The annual district audit must be presented to the board for information.

Internal Audit

The superintendent/president or vice president, administrative services may call for an audit whenever the best interest of the district will be served. The vice president, administrative services and their designee may independently audit any district account, including student organization and bookstore accounts and the revolving cash funds. Audit adjustments must be recorded in the accounting system and are to be reflected on the subsequent year's CCFS-311. District internal audits must be presented to the board for information.

MiraCosta Community College District

Effective Date: 11/17/09, 11/22/11, 2/1/18, 8/16/18
 References: Education Code §§84040.5, 81644
 Title 5, §59102
 ACCJC Accreditation Standard III.D.7
 Reference Update: 4/15, 10/17
 CCLC Update: #26, 4/15; #31, 10/17
 Steering: S/P / N/A

Subject: Board Policy 6250 – Budget Management	Attachment: Board Policy 6250 – Budget Management
Category: Board Policies – First Read	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> ✓ Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> ✓ Goal 1 ✓ Goal 2 ✓ Goal 3 ✓ Goal 4 </div>
	Approved for Consideration: <div style="text-align: center; margin-top: 10px;">  <hr style="width: 100%;"/> </div> <p>Sunita V. Cooke, Ph.D. Superintendent/President</p>

BACKGROUND

Board policies and administrative procedures receive periodic review. New board policies and revisions to board policies are presented to the board of trustees for review and approval.

STATUS

Edits to Board Policy 6250 – Budget Management have been completed and approved by College Council. The policy is now presented for a first read and adoption by the board of trustees.

Administrative Procedure 6250 is provided for your reference only.

RECOMMENDATION

For information only.

The budget shall be managed in accordance with Title 5 and the California Community Colleges Budget and Accounting Manual (CCCBAM). Budget revisions shall be made only in accordance with these policies and as provided by law.

The district's unrestricted general reserves shall be no less than ~~five~~ seventeen percent of annual expenditures, to align consistent with the minimum reserve recommended by seventeen percent ~~five percent from~~ the state chancellor's office guideline. Further information regarding the district's reserves is detailed in Administrative Procedures 6305.

Revenues in excess of amounts budgeted shall be added to the district's reserves, which are available for appropriation only upon a resolution of the board that sets forth the need according to major budget classifications in accordance with applicable law.

Approval by the board of trustees is required for changes between major expenditure classifications. Transfers from general reserves to any expenditure classification must be approved by a two-thirds vote of the members of the board. Transfers between expenditure classifications must be approved by a majority vote of the members of the board. Board approval of transfers between major expenditure classifications (Major Object Classifications 10, 20, 30, 40, 50, 60, 70, and 80) may be on a ratification basis. ~~The board may adopt an annual resolution to be filed with the San Diego County Superintendent of Schools, permitting the county superintendent of schools to originate intra budget transfers necessary for closing the district's records by authority given under Education Code §70902. ID~~

See Administrative Procedure 6250.

MiraCosta Community College District

Page 1 of 1

Adoption History: 2/16/10, 11/21/19

Periodic Review:

References: Title 5, §§58307, 58308
Education Code §70902

CCLC Update: #24, 4/14, ~~#42~~, 4/23

Steering: BPC / AS/Admin

Budget management shall conform to the following standards:

1. Total amounts budgeted as the proposed expenditure for each major classification of expenditures shall be the maximum expended for that classification for the fiscal year, except as specifically authorized by the board of trustees.
2. The term "major classification" shall refer to the major object code classifications from the California Community Colleges Budget and Accounting Manual (1000, 2000, 3000....).
3. Transfers may be made from the available reserves to any expenditure classification by written resolution of the board and must be approved by a two-thirds vote of the members of the board.
4. Transfers may be made between expenditure classifications by written resolution of the board and may be approved by a majority of the members of the board. The board approval may be on a ratification basis.
5. Excess funds must be added to the general reserve of the district and are not available for appropriation except by resolution of the board setting forth the need according to major classification.
6. Transfers of money within the same major classification of accounts may be made without prior board approval.

The district's budget development and management process exhibits the following budgetary principles:

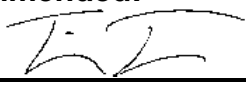
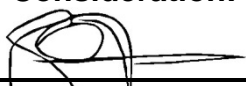
1. The board of trustees vests in the superintendent/president the authority and responsibility to implement the approved annual budget while exercising its appropriate oversight responsibilities.
2. The budgeting process is transparent in design and application to include the district's compliance with the 50 Percent Law, the 75:25 ratio for full-time and adjunct faculty, and the other required standards established by the state.

MiraCosta Community College District

Page 1 of 2

Effective Date: 2/16/10, 9/12/19, 11/2/23
 Periodic Review:
 References: Title 5, §§58305, 58307, 58308
 Education Code §70902
 CCLC Update: -|
 Steering: BPC / AS/Admin

3. All divisions and programs are the subject of a program review process.
4. The results of the program review process will be linked to the budget-development process.
5. The budgeting process promotes the accomplishment of institutional goals and objectives.
6. There should be flexibility within clearly defined limits in this process to allow for changes and redeployment of funds.
7. The superintendent/president will ensure that an open and accountable process is developed to include the district Budget and Planning Committee, as well as other relevant constituencies, incorporating clear guidelines and adequate training for those involved.
8. The process encourages communication and participatory governance at all organizational levels.
9. Resource allocation decisions include the stakeholders who participate in determining the relative contributions of the various programs towards district goals and objectives, including but not limited to enrollment growth or decline.
10. All indirect overhead revenue associated with a grant or categorical program accrues to the district.
11. The budget process emphasizes planning first and then budgeting, rather than being reactive to fiscal circumstances or environmental exigencies. Sound fiscal management requires the use of available resources to carry out the agreed-upon budgetary plans and priorities of the district.

Subject: First Quarter Fiscal Report (09/30/2023)	Attachment: Quarterly Report on Cash and Investments
Category: Information 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

Title 5, section 58310 of the California Code of Regulations, requires the chief executive officer or other designee of the governing board to regularly report to the governing board the district’s financial condition at least once every three months. The quarterly fiscal report is a summary overview report that includes information from the CCFS-311Q (applicable for 1Q, 2Q, and 3Q) and Report of Investments and is to be prepared on forms provided by the Community College System Office and submitted to the appropriate county offices and system office no later than forty-five days following the completion of each quarter. The certified report is to be reviewed by the district governing board at a regularly scheduled meeting and entered into the minutes of the meeting.

STATUS

The first quarter report for the period ending September 30, 2023, is attached. The Quarterly Report of Investments includes both district funds within the County Pooled Investments and proprietary and fiduciary funds held by the district.

1. The total year revenue projection is \$162.6 million, the same as the adopted budget. Revenue through September 30 was \$11.2 million, 6.9 percent of budget; the first major property tax revenue will be in December 2023.
2. The total year Expense projection is \$161.6 million, the same as adopted budget. Expenses through September 30 were \$31.6 million, 19.6 percent of adopted budget, with 25 percent through the year.

3. The Unrestricted General Fund balance (Reserves) fiscal year-end projection remains the same as adopted budget at 24.4 percent (3 months) of annual expenses, above the 2 months (17 percent) policy.
4. The cash balance for period end September 30, 2023, held at the San Diego County Treasury was \$277.3 million from the following funds:
 - \$39.3 million for General Funds, Fund 11 (unrestricted) Fund 12 (restricted)
 - \$43.5 million for the Capital Outlay Fund 41
 - \$190.5 million for the General Obligation Bond Series B and C, Fund 43
 - \$3.0 million of the Debt Service, Fund 29
 - \$0.7 million for Fund 61-Self Insurance and fund 73-Student Center Fees
5. The cash balances for the period ending September 30, 2023, held at local banks were \$2.2 million for financial aid & scholarships, cash clearing, auxiliary funds (bookstore, cafeteria,) and student accounts (ASG and clubs).
6. The OPEB (Other Post Employment Benefit) trust balance for the period ending September 30, 2023, was \$30.9 million, a net reduction of \$0.9 million (-2.9 percent return for the quarter). The OPEB Total liability from the June 30, 2023 Actuarial study was \$25,727,349, significantly lower than the 2021 Actuarial study, primarily due to changes in assumptions with the most recent CalPERS and CalSTRS retirement tables. The funded OPEB liability ratio for the first quarter was 120 percent funded.

RECOMMENDATION

For information only.

FROM: Tim Flood, Vice President, Administrative Services

DATE: November 16, 2023

TO: Dr. Sunita Cooke, Superintendent/President

SUBJECT: District's Cash and Investment Report status, September 30, 2023

The district's total cash and investment status report. The Other Post-Employment Benefit (OPEB) Trust Investment account is an irrevocable trust and can only be used for the Retiree Health benefit costs.

<u>Actual-to-Budget, CCFS Quarterly Financial Status Report</u>	<u>Amount</u>
Revenues	
· FY24 Adopted Budget	\$162,575,215
· FY24 Projected Budget	\$162,575,215
· FY24 Actual as of September 30, 2023	\$11,158,991
· FY24 Actual YTD to Projected Budget	6.9%
Expenses	
· FY24 Adopted Budget	\$161,556,863
· FY24 Projected Budget	\$161,556,863
· FY24 Actual as of September 30, 2023	\$31,635,659
· FY24 Actual YTD to Projected Budget	19.6%
<u>Cash Deposits and Investments, Quarterly Report of Investments</u>	<u>Balance</u>
· Total Cash in the County pooled investment fund (combined funds)	\$277,296,618
Detail by Fund below:	
o General Fund 11 & 12	\$39,630,117
o Capital Outlay Fund 41	\$43,500,632
o General Obligation Bond Fund 43	\$190,505,654
o All Other Funds	\$3,660,216
o Rate of Return Fiscal YTD	0.840%
· Cash in bank deposits	\$2,085,800
o Rate of Return	NA
· Cash in Money Market instruments (Bookstore Fund)	\$149,058
o Rate of return	0.05%
<u>OPEB Trust Balance</u>	
· Balanced Fund Portfolio as of September 30, 2023	\$30,881,959
o Rate of Return 09/30/2023 Fiscal YTD (Annual Target 5.5%)	-2.90%
o Funded Accrued Liability	120.0%



Quarterly Data

MIRACOSTA

Fiscal Year: 2023-2024

Quarter Ended: (Q1) September 30, 2023

Unrestricted General Fund Revenue, Expenditure and Fund Balance

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2020-2021	Actual 2021-2022	Actual 2022-2023	Projected 2023-2024
A.	Revenues				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	135,739,684	138,245,054	153,199,038	162,515,215
A.2	Other Financing Sources (Object 8900)	1,726,909	4,262,923	1,776,173	60,000
A.3	Total Unrestricted Revenue (A.1 + A.2)	137,466,593	142,507,977	154,975,211	162,575,215
B.	Expenditures				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	119,764,121	127,299,257	133,009,771	145,531,863
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	15,981,045	13,854,379	20,026,029	16,025,000
B.3	Total Unrestricted Expenditure (B.1 + B.2)	135,745,166	141,153,636	153,035,800	161,556,863
C.	Revenues Over (Under) Expenditures (A.3 - B.3)	1,721,427	1,354,341	1,939,411	1,018,352
D.	Fund Balance, Beginning	33,366,792	35,101,240	36,455,581	38,394,992
D.1	Prior Year Adjustments + (-)	13,021	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	33,379,813	35,101,240	36,455,581	38,394,992
E.	Fund Balance, Ending (C. + D.2)	35,101,240	36,455,581	38,394,992	39,413,344
F.	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	25.9 %	25.8 %	25.1 %	24.4 %

Total General Fund Cash Balance (Unrestricted and Restricted)

Line	Description	Amount as of the Specified Quarter Ended			
		2020-2021	2021-2022	2022-2023	2023-2024
H.1	Cash, excluding borrowed funds	20,242,058	22,937,708	37,812,038	39,630,182
H.2	Cash, borrowed funds only	0	0	0	0
H.3	Total Cash (H.1+H.2)	20,242,058	22,937,708	37,812,038	39,630,182

Unrestricted General Fund Revenue, Expenditure and Fund Balance

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Projected Actuals as of June 30 (Col. 4)
I.	Revenues				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	162,515,215	162,515,215	11,158,991	162,515,215
I.2	Other Financing Sources (Object 8900)	60,000	60,000	0	60,000
I.3	Total Unrestricted Revenue (I.1 + I.2)	162,575,215	162,575,215	11,158,991	162,575,215
J.	Expenditures				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	145,531,863	145,531,863	31,550,613	145,531,863
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	16,025,000	16,025,000	85,046	16,025,000
J.3	Total Unrestricted Expenditure (J.1 + J.2)	161,556,863	161,556,863	31,635,659	161,556,863
K.	Revenues Over (Under) Expenditures (I.3 - J.3)	1,018,352	1,018,352	-20,476,668	1,018,352
L.	Fund Balance, Beginning	38,394,992	38,394,992	38,394,992	38,394,992
L.1	Prior Year Adjustments + (-)	0	0	0	0
L.2	Adjusted Fund Balance, Beginning (D + L.1)	38,394,992	38,394,992	38,394,992	38,394,992
M.	Fund Balance, Ending (K. + L.2)	39,413,344	39,413,344	17,918,324	39,413,344
N.	Percentage of GF Fund Balance to GF Expenditures (M. / J.3)	24.4 %	24.4 %	56.6 %	24.4 %

Has the district settled any employee contracts during this quarter?

For first quarter reporting, has the district settled any employee contracts during the fourth quarter of the prior fiscal year or during the first quarter of the current year?

Yes No

If yes, complete the following: (if multi-year settlement, provide information for all years covered.)

Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)?

Yes No

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

Does the district have significant fiscal problems that must be addressed?

This year?

Yes No

Next year?

Yes No

Describe the problem(s) and action(s) to be taken. If the district is projecting deficit spending (a negative value for section I.C above) or an ending unrestricted general fund balance less than 10% of annual expenditures (section I.F.1 above), please identify the primary factors contributing to deficit spending and/or describe the district's reserve balance management strategy. Provide additional information as needed to CCFS311admin@cccco.edu.

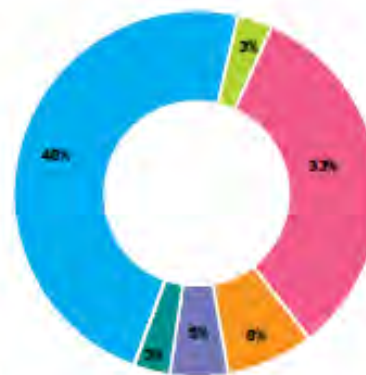
Mira Costa Community College District Balanced (50% Fixed Income, 50% Equity)

9/30/2023

Change in Portfolio - 1st Quarter of Fiscal Year 2024

Asset Allocation

Portfolio Value on 6/30/2023	31,813,837
Contributions	0
Withdrawals	0
Change in Market Value	(1,127,891)
Income Received	206,390
Portfolio Fees	(10,377)
Portfolio Value on 9/30/2023	30,881,959



- Global Equity
- Natural Resources
- Investment Grade Bonds
- TIPS
- High Yield Bonds
- Bank Loans
- Cash & Short-Term Bonds

Trailing Period Performance

	1Q24 (%)	1 YR (%)	3 YR (%)	5 YR (%)	10 YR (%)	Inception Date	Since Inception (%)
Mira Costa Community College District	-2.9	11.3	1.7	3.5	4.6	7/1/2009	6.7
Policy Benchmark ¹	-2.9	11.0	2.0	4.2	NA		NA

Fiscal Year Performance

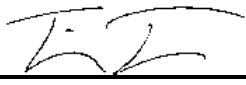

	Fiscal Year 2024 (%)	Fiscal Year 2023 (%)	Fiscal Year 2022 (%)	Fiscal Year 2021 (%)	Fiscal Year 2020 (%)	Fiscal Year 2019 (%)	Fiscal Year 2018 (%)	Fiscal Year 2017 (%)	Fiscal Year 2016 (%)	Fiscal Year 2015 (%)
Mira Costa Community College District	-2.9	8.0	-12.2	20.2	4.4	5.9	7.0	9.2	-0.9	2.7

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



Prepared by Meketa Investment Group



Subject: Municipal Storm Water Management Plan Annual Implementation Update	Attachment: Stormwater Management Group Annual Facility Evaluation Report
Category: Information Items	Type of Board Consideration: <input checked="" type="checkbox"/> Information <input type="checkbox"/> Consent <input type="checkbox"/> Action
Institutional Goals: mcc.mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <input checked="" type="checkbox"/> Goal 1 <input type="checkbox"/> 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

In 2006, the board adopted a Storm Water Management Plan (SWMP) for the district. The SWMP identifies the best management practices (BMPs) that are being implemented throughout the district to prevent pollution storm water runoff. The Municipal Storm Water Management Plan Annual Progress Report is prepared by the San Diego County Office of Education's Municipal Storm Water Group.

STATUS

The annual report shows that district staff continued to show substantial compliance in implementing the board's 2006 SWMP and are continuing work to protect California's storm water from pollution.

RECOMMENDATION

For Information only.



Stormwater Management Group

San Diego County Office of Education
6401 Linda Vista Road, #212 • San Diego, CA 92111



Annual Facility Evaluation Report

Site Visit Date: 09-22-2023

District: Mira Costa Community College District

Location: Community Learning Center

Performed by: Annika Dorman

CORRECTIVE ACTION SUMMARY

Corrective Actions
<ul style="list-style-type: none"> • Consider sealing/resurfacing asphalt surfaces to prevent the transport of sediment to storm drains. • Perform housekeeping as needed to keep outdoor areas free of litter, debris, and sediment. • Perform housekeeping as needed to keep trash storage/disposal areas free of debris, sediment, and liquids. • Cover items stored outdoors that are a source of pollutants, to prevent contact with rainwater (see list in comments). • Adjust irrigation systems to eliminate overwatering/overspray, or leaks. • Provide cover and containment for animal wastes to prevent contact with storm water. Ensure animal wastes do not accumulate in exposed areas, and that wash water is disposed of appropriately to the sewer system or infiltrated into landscaping, as appropriate. • Apply pollution-prevention signage to storm drain inlets, such as stencils or medallions with verbage such as "No dumping, drains to ocean". • Dispose of air conditioning unit discharges to sewer, landscaping, or dry wells, as feasible. <p style="text-align: center;"><i>Full inspection results are detailed below.</i></p>

BEST MANAGEMENT PRACTICES (BMP) EVALUATION

BMPs	Result	Comments
Good Housekeeping		
Site free of trash, debris, and accumulated sediment using dry methods	Adequate	
Paved areas free of materials tracked from industrial areas		
Dust-generating activities conducted in contained area(s)	N/A	
Discharge points free of trash, debris, & sediment	Adequate	
Preventative Maintenance		
Vehicle/equipment maintenance and inspection schedules implemented	N/A	

Prepared by D-MAX Engineering, Inc.

Page 1 of 3

Annual Facility Evaluation Report

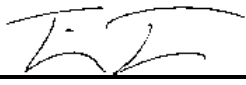



BMPs	Result	Comments
Fuel hoses inspected every business day	N/A	
Hydraulic lift hoses and systems inspected prior to use	N/A	
Spill and Leak Prevention and Response		
Site free of spills and leaks	Adequate	
Drip pans available/in use where needed	N/A	
Spill kit materials stocked and located near areas where spills may occur	Adequate	
Fluids drained from all non-operational vehicles or equipment stored outdoors	N/A	
Material Handling and Waste Management		
Waste receptacles covered	Adequate	
Trash area free of litter, debris, liquid, powders, and sediment	Adequate	Sediment and minor debris in enclosure
Cover provided for stored materials or equipment		
Prevent run-on from contacting materials stored on ground	Adequate	
Label outdoor storage containers	N/A	
Liquid storage within intact secondary containment	Adequate	
Keep secondary containment free of spills or rainwater	Adequate	
Properly store and dispose of hazardous materials	N/A	
Landscaping and Sediment Controls		
Employ erosion prevention measures (vegetation or physical stabilization, including entrances/exits)	Adequate	
Eliminate irrigation overspray/leaks	Needs Improvement	Minor irrigation overspray in some areas
Properly store and dispose of green waste	Adequate	

Annual Facility Evaluation Report



BMPs	Result	Comments
Properly manage pesticides/fertilizers, use IPM where feasible	Adequate	
Discharge Prevention		
Water from vehicle/equipment washing, pressure washing, or hosing contained, collected and disposed of properly	N/A	
Water from fire sprinkler maintenance contained, collected and disposed of properly		Unknown
Properly dispose of air conditioning condensate	Adequate	Determine and abate source of flow to roof overflow drains
Water from pool, spa, fountain, or filter backwash contained, collected and disposed of properly	N/A	
Clean floor mats using dry methods or in locations that do not drain to the storm drain system	N/A	
Manage animals and animal wastes in a manner that prevents pollutant transport in runoff	Needs Review	Fecal matter in rear covered area
Discharge points free of non-storm water discharges, or evidence thereof	Needs Review	Standing water in catch basin
Mark drains/inlets with no dumping signage	Needs Improvement	No labels or worn labels
Training and Record Keeping		
Provide and document storm water training for appropriate employees	Adequate	
Waste disposal records up to date (including clarifier service records)	N/A	
Spill and Clean-up records up to date	N/A	
Other		

Subject: Actuarial Study Report	Attachment: Trust Statement, Annual 6/30/2023 Actuarial Report for FY2024
Category: Information 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:  _____ Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Government Accounting and Standards Board (GASB) Bulletins require every community college district to commission actuarial studies to project the future Other Post-Employment Benefits (OPEB) liability for past and current employees. The OPEB liability is the future cost of health-and-welfare plans for retirees. GASB requires that each district conduct the actuarial study every two (2) years and that the annual audit includes the liability and a plan to fund that liability over no more than 30 years.

GASB does not yet require that the plan be funded, but there are several factors that make it highly advisable for the district to fund the plan. The purpose of the valuation is to measure the district’s liability for other postemployment benefits (OPEB). The valuation results may also serve as the basis for complying with GASB 75 for the district’s fiscal year ending June 30, 2025.

STATUS

A new actuarial study conducted by Nyhart based on the June 30, 2023, employee census data determined the Total OPEB liability for FY2023/24 and FY2024/25.

The Total OPEB Liability result is \$25,727,349 a reduction of \$13,142,023 from the June 30, 2021, report with liability of \$38,869,372 (see page 5 of the report).

The large liability decreases of \$13.1M that occurred for this valuation are:

- Retirement assumption updated to the most recent CalPERS and CalSTRS retirement tables: \$11.8M decrease in liability.

- Plan election assumption updated to reflect more retirees electing the Kaiser plan: \$4.2M decrease in liability.
- Post 65 benefit cap increase rate assumption updated to reflect no future increases to the \$2,500 post 65 maximum: \$2.6M decrease in liability.
- Decreases were offset by increases from Service, Interest, and others: \$5.5M increase in liability.

The OPEB Trust Asset value as of June 30, 2023, was \$31,813,837, an increase of \$2,341,752 from the previous year's asset value of \$29,472,085 from market changes and dividend income. The result of lower liability and higher asset value resulted in a funded liability ratio of 123.7 percent for FY2023/24 (see page 3 Executive Summary).

Total active employee count was 624, and total retiree participant count was 123 (see distribution on pages 19-21).

Note: The Actuarial Valuation study uses the end of the previous fiscal year values as the measurement data, as such the trust asset value is from the end of the previous fiscal year. This is consistent with all previous Actuarial Valuation reports. The quarterly investment report for the OPEB funded liability uses the end of the quarter asset values of the current fiscal year.

RECOMMENDATION

For information only.

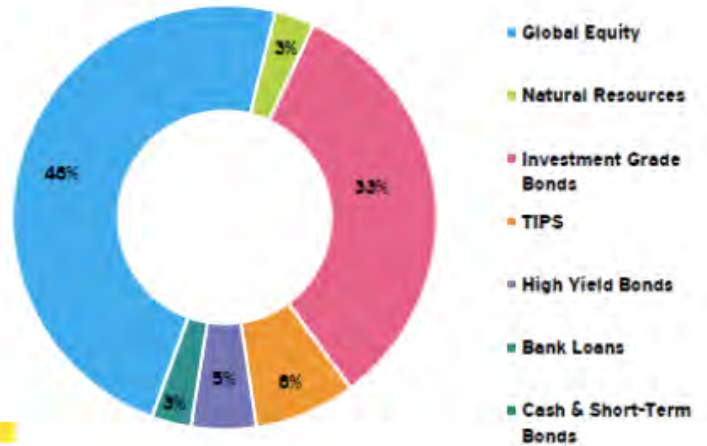
TRUST STATEMENT, ANNUAL 6/30/2023

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

6/30/2023


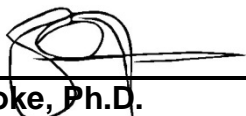
Change in Portfolio - Fiscal Year 2023 Asset Allocation

Portfolio Value on 6/30/2022	29,472,085
Contributions	0
Withdrawals	0
Change in Market Value	1,486,489
Income Received	895,514
Portfolio Fees	(40,251)
Portfolio Value on 6/30/2023	31,813,837



Fiscal Year Performance

	Fiscal Year 2023 (%)	Fiscal Year 2022 (%)	Fiscal Year 2021 (%)	Fiscal Year 2020 (%)	Fiscal Year 2019 (%)	Fiscal Year 2018 (%)	Fiscal Year 2017 (%)	Fiscal Year 2016 (%)	Fiscal Year 2015 (%)	Fiscal Year 2014 (%)
Mira Costa Community College District	7.9	-12.2	20.2	4.4	5.9	7.0	9.2	-0.9	2.7	11.9

Subject: Annual Financial and Budget Report	Attachment: CCFS-311 Annual Report
Category: Information 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:  _____ Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Title 5, section 58305 (d) of the California Code of Regulations, requires the chief executive officer or other designee to submit the Annual Financial and Budget Report (311 Annual Report) to the California Community Colleges Chancellor’s Office: (d) on or before the 30th day of September, each district shall complete the preparation of its adopted annual financial and budget report. Once completed, this report and its supporting documentation is considered a public record pursuant to Section 6250 et seq. of the Government Code. On or before the 10th day of October, each district shall submit a copy of its adopted annual financial and budget report to the Chancellor. The district shall also file copies of the report with the appropriate county officers for information and review.

STATUS

The Annual Financial and Budget Report (CCFS-311 Annual Report) for the fiscal year 2022/23 actual results and for the budget report for fiscal year 2023/24 was completed by September 30, 2023, and electronically certified on October 6, 2023, by Tim Flood, the chief business officer. The chancellor’s officer no longer requires a signed PDF copy. The fiscal year 2022/23 financial summary results and fiscal year 2023/24 budgets were presented at the board workshop on September 7, 2023, and approved at the board meeting on September 14, 2023.

Notable:

FY 2022/23 Actual Expenses for General Fund Unrestricted (Fund 11) were in compliance with the 50 Percent Law (ECS 84362) of the Current Expense of Education (CEE) where Instructional Salary Cost / Total CEE should be 50 percent or higher. The district’s result was 50.4 percent (page 4 of the CCFS Report).

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 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: Sunita V. Cooke, Ph.D. Superintendent/President	Approved for Consideration: Sunita V. Cooke, Ph.D. Superintendent/President

Inclusion, Diversity, Equity, and Accessibility (IDEA)

The Bias Education Support Team (BEST) composed of Nick Mortaloni, Hayley Schwarzkopf, Kristen Huyck, Kristina Londy, and Wendy Stewart, is hosting a monthly Bias Education Webinar Series focused on increasing awareness of observed biases in our surrounding communities and opportunities for advocacy. Each webinar features a speaker with expertise in a specific area, and three webinars have taken place to date focused on Anti-Semitism, Anti-DEI bias in higher education, and Anti-Blackness. Participants have indicated that the webinars have been impactful and informative to their work at the college. Webinars take place the first Wednesday of each month via zoom and are recorded for later viewing on the BEST website linked to www.miracosta.edu/IDEA.

The newly formed IDEA Advisory had its first meeting in September and has identified initial goals focused on reviewing both quantitative and qualitative data, identifying and addressing systems contributing to disproportionate impact and inequities for historically marginalized and minoritized communities, assessing IDEA efforts across the district to increase alignment, building cultural awareness and humility, and creating inclusive spaces within the advisory. The advisory meets every month and works directly with the Chief IDEA Officer to assess ways to focus IDEA at the institutional level. Connected to the IDEA Advisory work, the Accessibility Workgroup has identified the need to develop a campus-wide accessibility plan as well as resources around accessibility as an equity-minded practice to ensure that MiraCosta is an accessible campus for all. Both the IDEA Advisory and Accessibility Workgroup are made up of students, faculty, staff, and administrators from multiple departments, campuses, and backgrounds with a passion for the work.

The Culturally Responsive Pedagogy and Practices grant awarded to MiraCosta from the Chancellor's Office has begun Year One activities including a cohort of faculty and staff currently attending the USC Equity-Minded Teaching Institute. The Institute provides a foundation in a race-conscious approach to assessing data and closing equity gaps in the

classroom. In spring 2024, faculty who complete the institute or other parallel training will begin designing and building scaled peer-to-peer data coaching grounded in racial and social justice.

MiraCosta will conclude its pilot with the American Association of Community Colleges (AACC) and the Society for Human Resources Management (SHRM) deploying SHRM's Employing Abilities Certificate focused on recruitment, hiring, and retention of employees with disabilities. Recent hiring committee chairs, administrators, and completers of the Abilities Ally training were invited to complete the certificate and provide feedback on their experience and the relevance of the material to their work. The college's final report will inform a potential launch of the certificate across California Community Colleges. MiraCosta was one of three colleges selected to participate in the pilot and Charlie Ng and Wendy Stewart will present results from the pilot at AACC's Workforce Development Institute in January 2024.

The Office of IDEA continues to elevate Futures as a core component of the college's IDEA work including a commitment to a just, equitable, and sustainable future. The second cohort of the self-paced Futures course, "Developing a Futures Mindset," was launched in October with 27 enrollees. The course focuses on learning how to think like a futurist and imagining our future community and classrooms. Interim Chief IDEA Officer Wendy Stewart facilitated a zoom session "AI and Equity" in collaboration with joyful teacher Jim Sullivan, CSIT faculty Rick White, and Academic Senate Vice President Curry Mitchell. The session focused on discussing both opportunities for AI to advance the cause of equity and ways AI might undermine efforts and expand technology divides. Finally, a Community of Practice called "Signal Spotters" will launch on November 28 via zoom that will provide spaces for employees to continually engage in signal spotting and futures forecasting and discuss how Futures informs their work at the college.

The campus continues to collectively engage in our campus-wide book reads: "We Want to Do More Than Survive" by Bettina L. Love (Fall 2023) and "We Are Not Here to Be Bystanders" by Linda Sarsour (spring 2023). Employees have obtained over 600 books as well as accessed ebooks and audiobooks via the MiraCosta Library. The Office of IDEA has partnered with our joyful teacher, Jim Sullivan, to facilitate conversations about Dr. Love's book with Wendy Stewart, Omar Jimenez, and SJEC Intern and student Paola Enriquez. Each month a different chapter of the book is discussed highlighting passages that stood out as impactful. Employees can obtain a copy of either book as well as previous campus-wide book reads by visiting the www.miracosta.edu/IDEA website.

Student Equity

Planning is underway for the ninth year for the GEAR UP for College Summer Program planned for summer 2024. GEAR UP and Student Equity partner to offer 4-5 UC/CSU transferable courses during the summer to tenth through twelfth graders attending an OUSD high school. Since 2005 when the program first began, the program has maintained a 96 percent success rate for course completion. The majority of the participants, who identify as Latinx, are the first in their families to attend college and many come to MiraCosta post high school graduation. The Social Justice and Equity Center is actively collaborating with its dedicated student internship team to further enhance the program. Interns are exploring innovative strategies for engagement with students from marginalized backgrounds and ways to ensure the student experience is culturally relevant for diverse participants.

The Social Justice and Equity Center recently hosted a screening of the highly acclaimed documentary 'Hailing Cesar,' directed by the renowned filmmaker Eduardo Chavez, the

grandson of the activist Cesar Chavez. Eduardo Chavez came in person to the college for the screening and stayed for a question and answer session. The event was open to the community and attended by administrators, students, staff, and faculty.

Academic Success and Equity (ASE) Programs

ASE programs consistently demonstrate their commitment to promoting inclusion, diversity, equity, and accessibility, particularly evident in the numerous events, programs, and activities organized by ASE staff and within the various ASE programs this semester.

The Transitions Scholars Program is gearing up to host its significant book launch, "From the Streets to the Seats," on November 9. This compilation of 18 narratives emphasizes the scholars' journeys and accentuates the importance of student support services. This launch, collaboratively sponsored by MiraCosta's Phi Theta Kappa, will offer attendees a window into these transformative experiences. In addition, the program is currently laying the groundwork for an innovative ally training initiative and is in the process of crafting a research-based peer mentor model with the support of four newly recruited student workers.

The Puente Program has two full cohorts of 50 students total this semester with a waitlist of over 20 students for the linked Counseling and English courses. This year's annual Noche De Familia event was well-attended, with over 150 students and family members who came to support their students, meet program staff and faculty, and hear about program components. MiraCosta Puentista and Student Trustee Kenneth Pilco participated in the US-Association of Southwest Asian Nations Futures Symposium in Washington, D.C. Kenneth has an ongoing internship with the U.S. Department of State and is the first Puentista to attend this inaugural symposium.

Umoja continues to center on scholarship, leadership, and community. The program is engaged in the Service-Learning Scholarship initiative, a holistic learning platform helping students navigate their career paths, expand their networks, and offer meaningful community contributions. This year, the program also has the privilege of sending 15 participants to the Umoja XIX Conference. This event promises enlightening discussions on the unique challenges faced by African American students while celebrating the vast and rich heritage of the African Diaspora.

The *Undocumented People Rise in Solidarity and Empowerment (UPRISE)* program has made significant strides this fall, particularly in celebrating the 7th Annual California Community Colleges' Undocumented Student Action Week (USAW) in October. The diverse range of events, both on-campus and online, underscores the program's dedication to supporting undocumented students. This includes collaborations with esteemed four-year colleges, holistic mental health workshops, and engaging community events at the CLC and San Elijo campuses. Strengthening its team, UPRISE welcomed three new members this semester, including a counselor coordinator, further bolstering its resources.

The Mana Program has a cohort of 20 students this fall and continues to focus on community engagement, particularly through beach clean-ups spearheaded by the Mana Club leadership. Their weekly Talanoas sessions introduce students to various Pasifika role models, ranging from artists and activists to authors and community leaders.

MiraCosta was awarded funds for a *NextUp Program* focused on providing current and former foster youth with resources which will be paired with our legacy *Resources and Assistance for*

Former Foster Youth (RAFFY) program. RAFFY/Next UP currently has 48 active students this semester and over 1,020 minutes dedicated to serving students. The program has several events planned throughout the semester, including a Tutoring Workshop, a Halloween Costume Party, and the NextUp/RAFFY Recognition Ceremony on December 7.

The Students' Pride in Honoring our Existence through Resistance and Empowerment (LGBTQIA+ Programs) has organized 29 events this fall semester including the Lavender Welcome and Finals Study Jams. The program has served over 354 folx (MiraCosta students, staff, faculty, administrators, and community guests) as of October and collaborated with multiple departments including the Library, CARE, SJEC, Student Life and Leadership, and ASE. Recent collaborated events include: the Banned Books exhibit and LGBTQIA+ Book Club, Hunger and Homelessness Awareness Week connected to Trans Awareness Week, LGBTQIA+ History Month, National Coming Out Day Mixer, Pronouns 101 Workshop, Ace Cake Day, Free bus transportation for San Diego Pride Youth Leadership Academy at San Diego City College, and Finals Study Jams.

The extensive endeavors of the ASE programs demonstrate MiraCosta College's unwavering commitment to fostering a nurturing, diverse, and inclusive academic environment. Each program, in its unique way, highlights the importance of community, mentorship, and cultural celebration.

Office of Institutional Advancement (IA)

The Office of Advancement team includes the Public Information Office (PIO) and the Development/Foundation Office.

Comprehensive Campaign Success

The college has successfully completed the comprehensive campaign "This Changes Everything," raising \$10.6 million and surpassing its initial \$10 million goal. The funds have been instrumental in supporting students from disadvantaged backgrounds, with over 5,000 students already benefiting from scholarships and an additional 5,200 receiving emergency financial aid. *Thank you to the Board of Trustees for your support!*

Community Leaders Breakfast: Report to the Region

The 2023 Community Leaders Breakfast was a resounding success with 300 elected officials, community leaders, donors, and staff in attendance. Highlighting the theme of "The Future Is...", the program demonstrated how MiraCosta College continues to position itself to meet the future needs of our students and the community. Highlights from the event included the unveiling of the [2022-23 Annual Report](#), the release of MiraCosta College's Economic Impact Report, and the MiraCosta College Foundation's announcement of exceeding its "This Changes Everything" comprehensive campaign goal.

Genentech was recognized as Philanthropist of the Year for their role as a unique and generous partner to MiraCosta College for many years, and a particularly exceptional one since the beginning of our biomanufacturing program launched in 2004.

A video of [event highlights can be accessed on YouTube](#).

Media Relations

The Public Information Office has been diligent managing relationships with the media to shape public perception, announce news, and handle crisis communication. Through press releases, media outreach, and monitoring, we aim to increase college awareness, support enrollment goals, and enhance stakeholder relations. From July to October 2023, MiraCosta had over 900 media mentions and 25 press releases. All are on the [MiraCosta College news page](#).

Notable media mentions:

[Dr. Cooke on CBS8 Discussing opportunities at community colleges](#) [Mariscal Brothers- Twin Professors At MiraCosta College on CBS8](#)

Marketing and Communications

The Office of Advancement launched several campaigns this summer and fall.

Enrollment Marketing

The September 2023 Career Education micro campaign, funded by Strong Workforce, exemplifies our strategic and multi-channel approach to enrollment marketing that yielded impressive results. By showcasing Career Education students across social media, digital music streaming, and direct mail, AND paralleling this with a lively fall enrollment campaign in English and Spanish that utilized bus ads, videos, newsletters, text messages, and earned media, we not only garnered hundreds of high-quality leads but also significantly heightened our visibility, excitement, and increased enrollment for the fall semester. [Coordinated and produced videos on the MiraCosta College YouTube](#)

Crisis Communication

MiraCosta College not only took part in the Great ShakeOut earthquake preparedness drill but also contended with two separate power outages in a two-week span at our Oceanside Campus, the latter of which lasted four days. These outages, along with the hurricane watch in August, while interrupting teaching and campus events, allowed the Public Information Office to finetune emergency communications tactics and protocol.

Internal Communications

The Public Information Office is honored to collaborate and assist in the promotion and communication of all the tremendous work underway throughout the District. Some notable projects include:

- [Design of MiGente Logo](#)
- [Photography](#) was taken at various District events and activities.
- Weekly MiraCostan electronic newsletter
- Monthly Arts & Events electronic newsletter
- Monthly Districtwide Webinars

Public Relations

Effective public relations are integral to MiraCosta College's engagement with the local community, serving as a bridge to foster relationships and elevate the college's profile. Our multifaceted strategy includes strategic partnerships with local chambers of commerce and community entities that amplify our commitment to education and community development.

By hosting events such as the Encinitas Chamber of Commerce Student of the Month,

MiraCosta College underscores its dedication to academic excellence and community recognition. Similarly, by participating as the Opening Speaker for the Oceanside Chamber's Leadership Academy and as a Guest Speaker at institutions like Pacific Ridge High School and Carlsbad's Candidate Academy, we reinforce our role in nurturing future leaders and civic engagement.

Incorporating into this suite of public engagement is the coordination of Dr. Cooke's bi-monthly column in the Carlsbad Business Journal. This regular feature not only enhances our visibility within the business community but also allows us to share insights, highlight successes, and contribute to the discourse on the intersection of education and industry. ([September 2023](#); [November/December 2023](#))

The Office of Advancement has been instrumental in the communication around the [Community Listening Sessions](#) scheduled for November. These three sessions aim to gather feedback to develop a long-term, integrated plan.

These carefully curated activities and collaborations are pivotal in advancing the District's mission. They not only boost community presence and foster enduring connections but are also essential in supporting our overarching goals of increasing awareness, enrollment, and recognition, in line with our marketing campaign of a smarter college experience leading to a happier life.

Fundraising Success

In the first four months of the fiscal year (July 2023 to October 2023) the MiraCosta College Foundation raised \$1,183,143 in contributions, including \$103,000 for Gifts in Kind and a \$500,000 grant from the Lowe's Foundation for the Technical Career Institute.

Foundation Board and Staff Leadership

The foundation continues to work towards onboarding new volunteers and staff.

Foundation Board: The foundation board interviewed five potential board prospects and the full board will vote on all five prospects in November. If voted on, the total number of board members will be 20 this fiscal year.

Development / Foundation Office Staff: Five permanent employees, totaling 4.8 FTE, were on staff as of November 2023.

- Tina Ortiz was hired full-time as the Development Specialist in October.
- The final open position of Grants Specialist (.6 FTE) is an open search with interviews in October and November 2023.

Top Fundraising Needs

The foundation promoted three critical areas of need, leading to significant success.

1. Annual Fund

Student and campus program needs can arise throughout the year. The Annual Fund fills funding gaps across campus, from scholarships to program support. Staff have secured \$18,500 in matching funds from very generous donors David and Linda Quinby, as well as

an Anonymous donor.

We aim to raise \$18,500 by December 31, 2023, to meet the match, totaling \$37,000 to our Annual Fund which supports students and campus programs.

2. MiraCosta College Resilience Fund and San Diego Gives

Approximately half of MiraCosta College students need additional help, as financial aid alone is insufficient. Unexpected emergencies – from food scarcity to housing and transportation issues – can happen to any student. Donations of any size provide direct support, helping a student stay the course and succeed. MiraCosta College and MiraCosta College Foundation participated in San Diego Gives, a local giving initiative that culminated in a Day of Giving on Thursday, September 7. The Office of Advancement launched a marketing and communications campaign with compelling custom videos shared across social media, which resulted in exceeding our goal.

Our community generously donated \$32,505 for the MiraCosta College Resilience Fund, exceeding the \$10,000 matching gift challenge from the Cushman Foundation. The fund will continue growing throughout the year.

3. Endowment Matching Fund Campaign

With the rising cost of education, the need to support students will continue to grow in the future. The next generation of students will face untold challenges, and while we can't predict the future, we can prepare. Through our Title V grants, we have an opportunity to build an endowment that will support thousands of MiraCosta College students in the coming years and for years to follow. Our goal is to raise \$600,000 over a five-year period (October 1, 2022, through September 30, 2027). Donations of all sizes will be matched dollar for dollar, to total \$1.2M.

For the cycle ending September 30, 2023, donors contributed \$112,782 which will be matched dollar for dollar. Our year-two goal is to raise \$120,000 and we have contributions secured towards that goal of \$63,841, leaving \$56,159 to be raised by September 30, 2024.

Support for Students and Campus Programs

The foundation's priority remains supporting students through scholarships and direct student aid, while augmenting campus programs.

Student Support

In the first quarter of the fiscal year, ending September 30, the foundation supported 87 students with a total of \$96,682 in financial assistance through scholarships and direct student aid. The fall scholarship cycle is currently underway and will be awarded in November 2023.

Campus Grants

The foundation awarded \$32,090 in grants through the annual Innovation (Mini) Grants cycle. In addition, the committee leading the Hatoff Tapestries Grant will award grants in November 2023.

LIFE (Learning is for Everyone)

The Oceanside LIFE group has thanked our MiraCosta College campus community for welcoming them back on campus. This engaged group of community members and donors have provided support in various ways back to MiraCosta College and our students. Development / Foundation staff presented to the group in August, providing an opportunity to thank LIFE members for their support of scholarship funding, inviting members to on-campus events, and educating the group on giving opportunities.

Our LIFE group and members have responded with great generosity. An anonymous donor from LIFE has made a \$15,000 gift as part of the matching gift incentive for the foundation's year-end appeal. Two members gave gifts of \$3,000 towards the LIFE Scholarship fund. Another member pledged a \$12,000 gift for the Endowment Matching Gift Campaign. The Oceanside LIFE group supported \$10,000 in scholarship funding

Alumni Relations

MiraCosta College alumni are leaders in our community and give back to our students.

Alumni Association

As of October 2023, the MiraCosta Alumni Association has 1,721 active members. It has been an exciting year for reconnecting and celebrating our alums. In 2024, the Association plans to invite alums back on campus to celebrate MiraCosta College's 90th Anniversary for continued reconnection, memory-making, and celebrating their successes.

Biotech 'Alumni' Event

Networking events aimed at alumni are essential for building community and fostering industry connections. The MiraCosta Biotech Alumnight on September 15 was a prime example, attracting 56 attendees, including biotech alumni, faculty, staff, and industry leaders. Nazeli Dertsakian, VP and GM at Genentech, underscored the importance of MiraCosta-Genentech collaborations in her keynote speech. Alumna Jaclyn Robaina also shared her journey, acknowledging MiraCosta's significant contribution to her career growth. Supported by Genentech, the event highlighted the importance of such gatherings in nurturing professional relationships and promoting community within the biotech sector. View photos from the event here: [2023 Biotech Alumnight Photo Album](#).

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: conducted focus groups in support of the Racial Equity for Adult Credentials in Higher education (REACH) project and provided data for the K-16 Collaborative Grant. The Office also helped to provide data and information for various compliance and general reporting requirements. For example, the Office completed IPEDS data submissions and helped in the MIS data submission process. To that end, the RPIE team has been leading our newly implemented Data Stewardship processes and procedures by formally documenting the MIS data submission processes. 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. The RPIE office has been busy designing, executing, and analyzing surveys to help the functioning of the College. For example, the team finished up the Academic Calendar survey this fall in support of the Academic Calendar Taskforce; executed two separate surveys for the Study Abroad Program – one to evaluate the effectiveness of the most recent completed program and one to assess interest in future study abroad programs; and another survey of all enrolled students in the fall semester to assess their “Sense of Belonging” to MiraCosta. The team completed multiple reports for the Writing Center and Supplemental Instruction Program during the semester. RPIE created new dashboards that tracks outcomes for our Nursing students as well as for our military affiliated students. RPIE has also been busy supporting the work of the noncredit areas of the College. During the summer, the team designed, executed, and analyzed surveys of former students and employers in the region to help assess opportunities for TCI programs. Further, the Office has been supporting inquiries regarding the interest and outcomes in Hyflex classes with student focus groups as well as tracking outcomes in various Adult High School courses. Lastly, RPIE supported the College’s EEO Plan by providing data and analyses of our employee race/ethnicity data as compared to our regional occupational and student population data.