



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

**MINUTES OF REGULAR MEETING**

**May 19, 2022  
(APPROVED JUNE 23, 2022)**

**I. CALL TO ORDER**

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, May 19, 2022, both in-person and via Zoom conference. President Anna Pedroza called the meeting to order at 4:06 p.m.

**II. FLAG SALUTE / ROLL CALL**

Board members present:

Rick Cassar	Anna Pedroza
George McNeil	Jacqueline Simon
Frank Merchat	Alma Cuevas (Student Trustee)

Board members absent:

David Broad  
William Fischer

Administrators present:

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

**III. TELECONFERENCING OF MEETINGS (Action Required)**

**A. Approve Continued Observance of Resolution No. 4-21/22 Authorizing Teleconferencing for Meetings Pursuant to AB 361**

By motion of Trustee McNeil, seconded by Trustee Merchat, the board adopted Resolution No. 4-21/22 authorizing the continued teleconferencing of meetings pursuant to AB 361.

Vote: 5/0/0

Aye: Cassar, McNeil, Merchat, Pedroza, Simon

Abstentions: None

Absent: Broad, Fischer

#### **IV. APPROVE MEETING MINUTES**

##### **A. Futures Workshop of April 13, 2022**

By motion of Trustee Cassar, seconded by Trustee Simon, the minutes of the Futures workshop of April 13, 2022, were approved.

Vote: 3/0/2  
Aye: Cassar, Merchat, Simon  
Abstentions: McNeil, Pedroza  
Absent: Broad, Fischer

##### **B. Special Meeting/Closed Session of April 21, 2022**

By motion of Trustee Simon seconded by Trustee McNeil, the minutes of the special meeting/closed session of April 21, 2022, were approved.

Vote: 5/0/0  
Aye: Cassar, McNeil, Merchat, Pedroza, Simon  
Abstentions: None  
Absent: Broad, Fischer

##### **C. Regular Meeting of April 21, 2022**

By motion of Trustee McNeil, seconded by Trustee Simon, the minutes of the regular meeting of April 21, 2022, were approved.

Vote: 5/0/0  
Aye: Cassar, McNeil, Merchat, Pedroza, Simon  
Abstentions: None  
Absent: Broad, Fischer

#### **V. PUBLIC COMMENT ON ITEMS ON AND NOT ON THE AGENDA**

None.

#### **VI. CHANGES IN AGENDA ORDER**

None.

#### **VII. PRESENTATIONS**

##### **A. Phi Theta Kappa Update**

Phi Theta Kappa (PTK) officers were introduced, and they provided an overview of the four hallmarks of PTK, as well as the activities and accomplishments of the 2021/22 academic year.

##### **B. Adult High School Progress Report – Western Association of Schools and Colleges Accreditation**

Dean of Non-credit John Makevich provided an overview of the working draft of the Adult High School accreditation report was presented for board information and will be submitted to WASC by June 1, 2022. This report provides an update on progress in critical action areas and school-wide action plans identified through the self-evaluation process. Makevich noted that MiraCosta is one of the few community colleges in California that has a full comprehensive Adult High School program from which students can earn diplomas.

**C. Equal Employment Opportunity (EEO) Plan and Multiple Method Allocation Certification Update**

Vice president Charlie Ng provided an update on proposed EEO Plan changes and enhancements and the 2021/22 Multiple Method Allocation Certification Report. The changes will build in more accountability. The regulations are going hiring to post hiring strategies and retention. Additionally, EEO training will be required for the board.

**VIII. CONSENT ITEMS**

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions**
- B. Ratify Memorandum of Understanding 22-02 with Academic Associate Faculty**
- C. Adopt Annual Resolutions Authorizing Designated Agents**
- D. Approve Employment Contract for Vice President**
- E. Approve Reorganization for Social and Physical Sciences**
- F. Summer 2022 Program Components for the Oceanside Unified School District CCAP Dual Enrollment Program**
- G. Approve Updated Course Agreement with Cathedral Catholic High School for the Summer 2022, Fall 2022, and Spring 2023 Dual Enrollment Program**
- H. Approve Updated Course Agreement with Carlsbad Unified School District for the Summer 2022 Dual Enrollment Program**
- I. Curriculum Approval: 2022-2023 Catalog, Social Justice Studies: African American Studies AA-T**
- J. Notice of Completion-Bid #MM-21-002 OC Strong Workforce-Oceanside Campus**
- K. Adopt Resolution No. 16-21/22 Education Protection Account**
- L. Approve Agreement with Experis US, Inc. for AIS Consulting Services**
- M. Ratify Purchase of Additional Services Needed for COVID-19 Support for Testing, Vaccine Verification**
- N. Ratify and Approve Contracts and Purchase Orders**

By motion of Trustee McNeil, seconded by Trustee Cassar, consent items were approved.

Vote: 5/0/0  
Aye: Cassar, McNeil, Merchat, Pedroza, Simon  
Abstentions: None  
Absent: Broad, Fischer

**IX. ACTION**

- A. Approve Authorization for Vice President, Administrative Services to Award and Execute Construction Contract for San Elijo Miscellaneous Enhancements Project**

By motion of Trustee McNeil, seconded by Trustee Cassar, the board approved the Authorization for Vice President, Administrative Services to Award and Execute Construction Contract for San Elijo Miscellaneous Enhancements Project.

Vote: 5/0/0  
Aye: Cassar, McNeil, Merchat, Pedroza, Simon  
Abstentions: None  
Absent: Broad, Fischer

**B. Authorize First One (1) Year Extension to Term of Commissioning, Inspector of Record (IOR) Services, and Special Inspection Services Master Services Agreements**

By motion of Trustee McNeil, seconded by Trustee Cassar, the board authorized the first one-year extension to term of commissioning, Inspector of Record (IOR) Services, and Special Inspection Services Master Services Agreements, as stated.

Vote: 5/0/0  
Aye: Cassar, McNeil, Merchat, Pedroza, Simon  
Abstentions: None  
Absent: Broad, Fischer

**C. Approve Budget Transfers**

By motion of Trustee McNeil, seconded by Trustee Cassar, the board approved the budget transfers, as presented.

Vote: 5/0/0  
Aye: Cassar, McNeil, Merchat, Pedroza, Simon  
Abstentions: None  
Absent: Broad, Fischer

**D. Approve Equal Employment Opportunity Fund Multiple Method Allocation Certification Form**

By motion of Trustee McNeil, seconded by Trustee Cassar, the board approved the Equal Employment Opportunity Fund Multiple Method Allocation Certification form, as stated.

Vote: 5/0/0  
Aye: Cassar, McNeil, Merchat, Pedroza, Simon  
Abstentions: None  
Absent: Broad, Fischer

**E. Approve the MiraCosta College Faculty Assembly Initial Proposal to the MiraCosta Community College District for the Contract to Commence July 1, 2022**

By motion of Trustee McNeil, seconded by Trustee Cassar, the board approved the MiraCosta College Faculty Assembly Initial Proposal to the MiraCosta Community College District for the Contract to Commence July 1, 2022.

Vote: 5/0/0  
Aye: Cassar, McNeil, Merchat, Pedroza, Simon  
Abstentions: None  
Absent: Broad, Fischer

**F. Approve Emeritus Status for Full-Time and Associate Faculty Members**

By motion of Trustee McNeil, seconded by Trustee Cassar, the board approved emeritus status to full-time faculty members Victoria Noddings, Brent Pickett, Denise Stephenson, Mark Whitney, and to associate faculty members Grace Gray-Adams, Jane Herrick, Debra Marbey, and Delphine Zimmerman.

Vote: 5/0/0  
Aye: Cassar, McNeil, Merchat, Pedroza, Simon  
Abstentions: None  
Absent: Broad, Fischer

**G. Approve Filling Board of Trustees Area 6 Vacancy by Provisional Appointment**

By motion of Trustee McNeil, seconded by Trustee Merchat, the board approved the filling of Board of Trustees Area 6 vacancy by provisional appointment.

Vote: 5/0/0  
Aye: Cassar, McNeil, Merchat, Pedroza, Simon  
Abstentions: None  
Absent: Broad, Fischer

**H. Adopt Resolution No. 19–21/22 Granting Emeritus Trustee Status to David Broad**

By motion of Trustee McNeil, seconded by Trustee Cassar, the board adopted Resolution No. 19–21/22 to grant emeritus trustee status to David Broad.

Vote: 5/0/0  
Aye: Cassar, McNeil, Merchat, Pedroza, Simon  
Abstentions: None  
Absent: Broad, Fischer

**X. SECOND READING – BOARD POLICIES (Action Required)**

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

By motion of Trustee McNeil, seconded by Trustee Merchat, Board Policy 4230 – Grading and Academic Record Symbols was adopted.

Vote: 5/0/0  
Aye: Cassar, McNeil, Merchat, Pedroza, Simon  
Abstentions: None  
Absent: Broad, Fischer

**B. Board Policy 4235 – Credit for Prior Learning**

By motion of Trustee McNeil, seconded by Trustee Cassar, Board Policy 4235 – Credit for Prior Learning was adopted.

Vote: 5/0/0  
Aye: Cassar, McNeil, Merchat, Pedroza, Simon  
Abstentions: None  
Absent: Broad, Fischer

**XI. FIRST READING – BOARD POLICIES**

**A. Board Policy 5120 – Communicable Diseases**

Proposed edits to Board Policy 4230 – Grading and Academic Record Symbols were reviewed and discussed, and the policy will be placed on a future agenda for adoption.

**B. Board Policy 7120 – Recruitment and Hiring**

Proposed edits to 7120 – Recruitment and Hiring were reviewed and discussed, and the policy will be placed on a future agenda for adoption.

**XII. INFORMATION**

**A. MiraCosta College Adult High School Progress Report – Western Association of Schools and Colleges Accreditation**

The MiraCosta College Adult High School Progress Report – Western Association of Schools and Colleges Accreditation was provided for information.

## **B. Third Quarter Fiscal Report**

The Third Quarter Fiscal Report was provided for information.

## **XIII. COLLEGE-RELATED REPORTS**

### **A. Trustees Activities**

Trustee McNeil reported he attended the Brew Tech graduation at Oceanside's John Landes Center, the "Navigating Life in a Black and Brown World" Zoom meeting hosted by Bea Palmer, the Meet the City event in Oceanside, and the Transitions scholar luncheon for justice impacted students and their families. He joined Trustees Cassar and Pedroza for the groundbreaking for the Nursing Building at the Oceanside Campus. Trustees attended the SDICCCA dinner event and the RAFFY celebration. Trustees Cassar, McNeil and Merchat attended the Umoja celebration and the Medal of Academic Merit awards ceremony. Trustees Merchat and Cassar attended the 75<sup>th</sup> Anniversary event at Palomar College and the San Diego North County Economic Development summit, and Trustee Merchat attended the MiraCosta Theatre production of "Flint," which was outstanding. He also attended the Futures sessions and Vision for Success session, which he found invaluable. Trustee Pedroza attended La Mujeres in La Colonia Garden and the SDICCCA board alliance meeting. Trustee Pedroza praised the work of classified staff in honor of Classified Appreciation week.

### **B. Students**

Student Trustee Alma Cuevas reported the ASG held their end of the year banquet where they reflected on their growth throughout the year, which included 2,650 hours of service. Two scholarships were funded by ASG this year. Cuevas thanked the board for their support over the last year, and she introduced John Siebelink as the new student trustee for the upcoming academic year.

### **C. Classified Employees**

Classified Senate President Carl Banks reported Classified Senate is working on committee assignments, and a retreat is planned for July 12, where Classified Senate leadership will be digging into the results of governance survey and campus climate survey. Enough money was raised to fund two student scholarships this year.

### **D. Faculty**

Academic Senate President Luke Lara acknowledged his appreciation to the board and classified colleagues for their collaboration. For Teacher Appreciation week, members of the PDP committee showed their appreciation to fellow faculty members by handing out MiraCosta swag and kudos to instructors on campus. Lara acknowledged Leila Safaralian as the new Academic Senate president.

### **E. Vice Presidents**

#### **1. Instructional Services**

Vice President Pescarmona reported the 2022-23 Course Catalog was published and available.

#### **2. Student Services**

Vice President Wojcik provided an overview of the upcoming end-of-the-year events and encouraged all to attend in support of our students.

#### **3. Administrative Services**

Vice President Flood submitted a written report.

**4. Human Resources**

Vice President Ng provided an update of Human Resources and Payroll activities.

**F. Superintendent/President**

Superintendent/President Cooke thanked Luke Lara and Alma Cuevas for their leadership, and she expressed deep gratitude for the contributions made by Trustee Broad over the course of the last twelve years on the board.

**XIV. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS**

None.

**XV. ADJOURNMENT**

The meeting adjourned at 5:50 p.m.

**MINUTES APPROVAL:**

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Anna Pedroza  
President

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