



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

One Barnard Drive, Oceanside, CA

MINUTES OF REGULAR MEETING

JULY 20, 2023
(Approved August 17, 2023)

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, July 20, 2023, in Room T-200 at the Oceanside Campus. President Frank Merchat called the meeting to order at 4:02 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar	Frank Merchat
Raye Clendening	Anna Pedroza
William Fischer	Jackie Simon
George McNeil	Kenneth Pilco (Student Trustee)

Administrators present:

Superintendent/President Cooke
Assistant Superintendent/Vice President Tim Flood
Assistant Superintendent/Vice President Denée Pescarmona
Interim Assistant Superintendent/Vice President Hayley Schwartzkopf
Assistant Superintendent/Vice President Alketa Wojcik

III. APPROVE MEETING MINUTES

A. Special Meeting/Campus Tour of June 15, 2023

B. Workshop of June 15, 2023

C. Special Meeting/Closed Session of June 22, 2023

D. Regular Meeting of June 22, 2023

By motion of Trustee McNeil, seconded by Trustee Cassar, the board approved the minutes of the special meeting/campus tour of June 15, 2023.

Vote: 5/0/2

Aye: Cassar, Fischer, McNeil, Merchat, Pedroza

Abstentions: Clendening, Simon

Absent: None

By motion of Trustee McNeil, seconded by Trustee Fischer, the board approved the minutes of the workshop of June 15, 2023.

Vote: 6/0/1

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

Abstentions: Clendening

Absent: None

By motion of Trustee McNeil, seconded by Trustee Cassar, the board approved the minutes of the special meeting/closed session and regular meeting of June 22, 2023.

Vote: 6/0/1

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

Abstentions: Clendening

Absent: None

By motion of Trustee McNeil, seconded by Trustee Fischer, the board approved the minutes of the regular meeting of June 22, 2023.

Vote: 6/0/1

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

Abstentions: Clendening

Absent: None

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

None.

V. CHANGES IN AGENDA ORDER

None.

VI. PRESENTATIONS

A. Student Conduct and Police Advisory Committee Update

Assistant Superintendent/Vice President Tim Flood (committee facilitator) and Police Chief Valencia Saadat (committee member) provided an overview of the Student Conduct and Police Advisory Committee's (SCPAC) work completed in 2022/23.

SCPAC is a standing committee that serves in an advisory role to promote equity, trauma-informed practices, and continuous improvement in the MiraCosta College processes of implementing the student code of conduct and police matters. The committee membership includes students, faculty, and staff, as well as representatives from the district's marginalized communities. The committee's purpose is to promote effective communication, collaboration, and understanding between constituent groups members, community members, and areas of the college charged with keeping the campus a welcoming, safe and productive learning environment for all members. The committee focused on two primary goals for the 2022/23 school year:

- Goal 1: Identify ways to enhance positive interactions between the College Police and its constituents.
- Goal 2: Develop ways to increase student, faculty, and staff input in and understanding of college police and student conduct functions and initiatives.

Chief Saadat provided an update on the strategies employed to increase visibility through positive interactions by participating in a variety of college events. The committee also provided input into the Sergeant and Police Officer job descriptions and outreach material, ensuring that community policing and social justice efforts were included. Looking forward, these two goals will continue to be focused on. Additionally, the committee is interested to increasing the number of community group members who serve on the Student Conduct and Police Advisory committee.

Chief Saadat reviewed some of the training in which College Police personnel take part, such as de-escalation training and report writing. They have also partnered with the college's Administration of Justice program volunteering at community events giving

away identity kits to parents. They are also implementing a program so that all staff can be engaged in campus and community events and are all very familiar with building locations and campus spaces on all MiraCosta sites.

Flood reviewed the disaggregated data around traffic stops and arrests from July 2022-July 2023 that is discussed by the committee. He also provided an overview of the disaggregated student conduct and CARE referral data provided by Dr. Nick Mortaloni. This data helps the committee review, discuss and make recommendations for change based on any perceived disproportionate impact or safety concern.

In all, the College Police Department includes 29 employees: 1 police chief, 5 fulltime officers, 4 part time officers, with the remaining positions made up of police safety officers, community service officers, and dispatchers. The department is also in the process of hiring one additional officer and two sergeants. These staff members cover all MiraCosta campuses.

VII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions**
- B. Ratify Execution of Personal Services Contract**
- C. Ratify Memorandum of Understanding with the Department of Rehabilitation (Options for All, Inc.)**
- D. Approve JPA Insurance Renewal 7/1/23-7/1/24 and District Insurance Schedule**
- E. Ratify Student Accident Insurance Renewal**
- F. Approve Updated Course Agreement with Cathedral Catholic High School for the Fall 2023 and Spring 2024 Dual Enrollment Program**
- G. Approval of Employee Travel**
- H. Notice of Completion Bid CO5-23 Technology Career Institute Improvements**
- I. Approve Purchase for Furniture, Fixtures and Equipment for OCN Student Services Project**
- J. Approve Annual Dell Computer Replacement Purchases**
- K. Ratify Purchase of Plastinated Anatomy Specimens from Gubener Plastinate (GmbH)**
- L. Ratify and Approve Contracts and Purchase Orders**

By motion of Trustee McNeil, seconded by Trustee Fischer, consent items A-L were approved.

Vote: 7/0/0

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

Abstentions: None

Absent: None

VIII. ACTION ITEMS

A. Independent Citizens' Bond Oversight Committee Members

By motion of Trustee McNeil, seconded by Trustee Fischer, the board appointed Eleanor Evans to serve as a representative of a taxpayer association on the Independent Citizens' Bond Oversight committee.

Vote: 7/0/0

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

Abstentions: None

Absent: None

B. Approve Employment Contract for Assistant Superintendent/Vice President

By motion of Trustee McNeil, seconded by Trustee Fischer, the board approved the employment contract for Assistant Superintendent/Vice President Charlie Ng.

Vote: 7/0/0

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

Abstentions: None

Absent: None

C. Ratify Memorandum of Understanding Associate Faculty 23-05 Health Benefits

By motion of Trustee McNeil, seconded by Trustee Cassar, the board ratified Memorandum of Understanding Associate Faculty 23-05 Health Benefits.

Vote: 7/0/0

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

Abstentions: None

Absent: None

IX. PERIODIC REVIEW – BOARD POLICIES (Action Required)

A. Board Policy 4025 – Philosophy and Criteria for Associate Degree and General Education

By motion of Trustee McNeil, seconded by Trustee Clendening, the board adopted Board Policy 4025 as presented.

Vote: 7/0/0

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

Abstentions: None

Absent: None

X. SECOND READ – BOARD POLICIES (Action Required)

A. Board Policy 5505 – Academic Integrity

By motion of Trustee McNeil, seconded by Trustee Fischer, the board adopted Board Policy 5505 as presented.

Vote: 7/0/0

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

Abstentions: None

Absent: None

XI. FIRST READ – BOARD POLICIES

A. Board Policy 7330 – Communicable Disease

B. Board Policy 7600 – College Police Department

Board Policies 7330 and 7600 were reviewed and discussed, and the policies will be placed on a future agenda for adoption.

XII. COLLEGE-RELATED REPORTS

A. Trustees Activities

Trustees Simon and McNeil attended the celebration of life for MiraCostan Larry Burns, who served students for many years in EOPS. Trustee McNeil also attended the GEAR UP graduation last Friday in the Concert Hall, where 95 high school students graduated from the program, which means they passed a college-level course that is transferrable to a university. McNeil noted that, for many, this gave them a college-going path to which they otherwise not have been exposed.

Trustees Merchat and Cassar attended the Farmers Market at the San Elijo Campus, and Trustee Merchat attended a dance at dusk at the tennis courts on the Oceanside Campus. Trustee Merchat commended board members, in advance, for their attendance at the upcoming Futures training on July 28.

Trustee Cassar presented to the Retired Public Educators Association, where he received positive feedback from participants about their experience with MiraCosta.

B. Students

Student Trustee Kenneth Pilco reported that most ASG leadership positions are now filled. He is looking forward to the Welcome Fests in August at the Community Learning Center, and the Oceanside and San Elijo campuses. Pilco reported an ASG retreat is scheduled for next month, where they will team build and set goals. He will also attend the student trustee conference in August.

C. Classified Employees

Classified Senate (CS) President Omar Jimenez reported CS committee appointments are being finalized, and a retreat is planned for classified leadership in August.

D. Faculty

Academic Senate (AS) President Leila Safaralian reported a number of colleagues attended the Celebration on Life for Larry Burns. She thanked the Academic Proctoring Center staff who are proctoring the final exams this summer with a small but mighty staff. Safaralian attended the department chairs retreat, as well as the curriculum institute last week in Riverside. She noted that Scott Fallstrom and Theresa Bolanos are the two new curriculum co-chairs. An AS retreat is scheduled after the regular AS meeting on August 11, where they will focus on goal setting.

E. Assistant Superintendents/Vice Presidents

1. Instructional Services

Assistant Superintendent/Vice President Pescarmona reported summer enrollment is up 100 FTES over last summer. Fall enrollments are up almost 25 percent FTES over last fall at this time. She noted that Student Services condensed the enrollment period, which increased enrollments earlier than normal.

Pescarmona provided an overview of the organizational changes that have been implemented in the learning centers.

Beer Con, an educational opportunity for community members to learn more about brew tech advances, will take place on August 8 at the San Elijo Campus.

2. Student Services

Assistant President/Vice President Wojcik reported the study abroad students are growing so much while they are in Italy and Costa Rica, learning the language. Those visiting Costa Rica are living with host families in a rural area.

Welcome Fests are scheduled on the Oceanside Campus on August 5 and at the San Elijo Campus and the Community Learning Center on August 12. This is a great time for students and their families to learn what the college has to offer and connect with MiraCostans who can help them with registration and financial aid.

Live Chat is a new feature on the website that helps to support students with queries online. Many changes are coming around financial aid. FAFSA applications will change significantly in December, once the new application is

released. The goal is to make the application easier for students to complete, however, it is expected to add to the training and workload for the financial aid staff. The new process will go through the ID Me program, which requires substantial verification, so the hope is this will cut down on fraudulent enrollments.

3. Administrative Services

Assistant Superintendent/Vice President Flood reported on the progress of renovations at TCI, which will host grant funded new programs, including our award winning Brew Tech Program. He also reported on the renovation of Building 800 at SEC that will house the SBDC, VBOC, and the region's Center of Excellence in Labor Market Analysis.

Administrative Services is working on the annual audit while also preparing the final budget, given the governor has now signed the state budget.

The Sustainability Club identified locations for hydration stations on the Oceanside Campus, which are being implemented.

Flood thanked the faculty, classified professionals, and administrators who have helped to move along the design of the OCN Building 3000 complex.

4. Human Resources

Interim Assistant Superintendent/Vice President Schwartzkopf thanked the board for approving the changes to the JPA insurance renewal, which will result in a cost savings to the district, and she thanked Justin Crast for his work on this.

The district was notified recently that there is likely to be substantial increases to our health insurance costs (more than 15 percent). This will be a significant increase for which we will need to start preparing. Additionally, we have already received changes to our mental health counseling provider for district employees, as our previous provider pulled out of California.

Schwartzkopf reported a 35 percent increase to the voluntary long-term care insurance premium this year, with an anticipated additional 35 percent next year. She noted that California is considering their own long-term care insurance, which has resulted in other providers adjusting their premiums to prepare for this change.

Onboarding of volunteers has moved into Workday rather than using a paper process.

F. Superintendent/President

Superintendent/President Cooke submitted a written report. She noted the advancement team is working on the Community Leaders breakfast, which is scheduled for Friday, October 20.

The NAACP backpack giveaway is coming in August. Donations are welcome.

The state budget had a number of surprises in it. The commitment for affordable housing on college campuses changed to no more funding available. Districts that pursue affordable housing will now need to seek their own financing/funding. We will continue to monitor the continued devaluation of commercial properties, as 12 percent of our district's revenue comes from this source, so this could be impactful.

Cooke attended training in Canada which focused on Futures. She visited a community college in Canada that had an incredible technology center, funded through partnerships with the industry and the Canadian government. The center offered students amazing apprenticeships with community partners.

XIII. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

The board is looking forward to hearing back from Career Education about their progress.

XIV. ADJOURNMENT

The meeting adjourned at 5:34 p.m.

MINUTES APPROVAL:

Frank Merchat
President

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