



**MIRACOSTA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

One Barnard Drive, Oceanside, CA

MINUTES OF REGULAR MEETING

**SEPTEMBER 14, 2023
(APPROVED OCTOBER 19, 2023)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, September 14, 2023, in Room T-200 at the Oceanside Campus. President Frank Merchat called the meeting to order at 4 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 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 July 28, 2023

By motion of Trustee Clendening, seconded by Trustee Cassar, the board approved the minutes of the Workshop of July 28, 2023.

Vote: 5/0/2
Aye: Cassar, Clendening, Fischer, Merchat, Pedroza
Abstentions: McNeil, Simon
Absent: None

B. Special Meeting/Closed Session of August 17, 2023

By motion of Trustee McNeil, seconded by Trustee Simon, the board approved the minutes of the special meeting/closed session of August 17, 2023.

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

C. Regular Meeting of August 17, 2023

By motion of Trustee McNeil, seconded by Trustee Fischer, the board approved the minutes of the regular meeting of August 17, 2023.

Vote: 7/0/0

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

Abstentions: None

Absent: None

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

None.

V. CHANGES IN AGENDA ORDER

None.

VI. PRESENTATIONS

A. Associated Student Government Leadership Introductions

The 2023/24 ASG student leaders were introduced.

B. Distance Education Update

Faculty Coordinator of Online Education Dr. Jim Julius provided a report on distance education (DE). The report included an update on distance education data over time, including online course offerings, student participation, and success and retention data disaggregated by ethnicity. Julius noted the significant increase in noncredit DE offerings in the last year compared to pre-pandemic, as well as highlights and upcoming innovations to support online student learning and support. He also noted a student survey conducted last fall with over 2000 responses, indicating with regard to course modality preferences that 35 percent want all classes online, 44 percent a mixture of on-campus and online classes, and 17 percent want all classes on campus.

Semester-long loans of technology continue for students in need, and zero textbook cost (ZTC) classes continue to expand with more than 400 classes now offered in a ZTC format. Sociology is developing the first fully ZTC certificate pathway at MiraCosta. Overall, the ZTC format provides a savings to our students of an estimated \$900,000 per semester!

Emerging from the pandemic, the college had the opportunity to do things differently, and MiraCosta has embraced this. People in general need more flexibility in their lives. Based on available data, growth is expected in the demand for both online and HyFlex classes. Students do need the availability of in-person instruction, however, they also need flexibility if they can't be there in in-person. It was noted that even when a class is included in distance education data, it may not be fully online. A hybrid class with at least 51 percent of instruction online, with the rest of the instruction being provided in-person, is considered distance education.

The college continues to look for ways to narrow the retention and success gaps between DE and non-DE classes, which had narrowed pre-pandemic, but has widened some as we emerge from the pandemic.

Assistant Superintendent/Vice President Denée Pescarmona noted that 51 percent of non-credit students have expressed they want zoom classes, which has proven to accommodate the student need and demand, as non-credit enrollments are now actually higher than pre-pandemic levels.

VII. CONSENT ITEMS

- A. **Ratify Recommendations of Superintendent/President in Approving Personnel Actions**
- B. **Approve Reorganization of Student Services**
- C. **Approve Reorganization of Noncredit Instructional Services, Job Description, and Salary Placement**
- D. **Approve Reclassification of Existing Positions**
- E. **Approve San Diego Human Resources Consulting, Inc. for a Two-Year Contract**
- F. **Approve Request to Destroy Education Records Marked for Destruction – Financial Aid**
- G. **Approve Request to Destroy Education Records Marked for Destruction- Admissions and Records Office**
- H. **Approve Request to Destroy Education Records Marked for Destruction – Veterans Education Office**
- I. **Approve Purchase of Furniture, Fixtures and Equipment for OCN Allied Health, Gym and KHAN (Health and Wellness Hub)**
- J. **Approval of Purchase for Furniture, Fixtures & Equipment for OCN Reno Building 1200 Library**
- K. **Notice of Completion - Bid # CO1-23 Horticulture Greenhouse Installation**
- L. **Approve Agreement with Transact Campus Payments, Inc.**
- M. **Ratify and Approve Contracts and Purchase Orders**

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

Vote: 7/0/0

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

Abstentions: None

Absent: None

I. ACTION ITEMS

- A. **Public Hearing: 4:00 p.m. – Consider Approval of Energy Service Contract with Johnson Controls, Inc.**

A public hearing was opened and closed. No public comments were received.

- B. **Adopt Resolution No. 04-23/24: Authorizing Energy Conservation Services Agreement (Government Code §4217.12) and Approval of Energy Conservation Services Agreements with Johnson Controls, Inc.**

By motion of Trustee McNeil, seconded by Trustee Fischer, the board adopted Resolution No. 4-23/24 and approved the Energy Conservation Services Agreements with Johnson Controls, Inc.

Vote: 7/0/0

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

Abstentions: None

Absent: None

- C. **Public Hearing 4:00 p.m. Fiscal Year 2023/24 Final Budget**

A public hearing was opened and closed. No public comments were received.

- D. **Adopt Fiscal Year 2023/24 Final Budget**

By motion of Trustee McNeil, seconded by Trustee Clendening, the board adopted the 2023/24 fiscal year budget.

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

E. Adopt Resolution No. 03-23/24: Authorize Execution and Delivery of Documents Relating to the Sale and Delivery of MCCD Certificates of Participation (2023 School Financing Project) and Authorize and Direct Certain Actions in Connection Therewith

By motion of Trustee McNeil, seconded by Trustee Clendening, the board adopted Resolution No. 03 – 23/24 to authorize execution and delivery of documents relating to the sale and delivery of MCCD certificates of participation and authorize and direct certain actions in connection therewith.

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

F. Ratify Memorandum of Understanding 23-06 with the Academic Associate Faculty (Article 13: Health Benefits)

By motion of Trustee McNeil, seconded by Trustee Fischer, the board ratified Memorandum of Understanding 23-06 with the Academic Associate Faculty.

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

VIII. FIRST READ – BOARD POLICIES

- A. Board Policy 4040 – Library and Other Instructional Support Services**
- B. Board Policy 4220 – Standards of Scholarship**
- C. Board Policy 4235 – Credit for Prior Learning**
- D. Board Policy 4250 – Probation, Dismissal, Readmission, and Disqualification**

Board Policies 4040, 4220, 4235, and 4250 were reviewed and discussed, and the policies will be placed on a future agenda for adoption.

IX. COLLEGE-RELATED REPORTS

A. Trustees Activities

Trustees Cassar, Clendening, McNeil, and Merchat attended All College Day. Trustee Clendening attended an OUSD board meeting last week, and she, along with a number of other MiraCostans, will attend the Gentlemen’s Gourmet event.

Trustee McNeil attended a number of athletic events, including a women’s soccer game, where the MiraCosta team won 6-1 against Miramar.

Trustee Fischer shared his thoughts about the consequential impacts on faculty and students with changes in teaching and learning resulting in part from climate change.

Trustee Simon attended an Umoja Welcome Fest, which she enjoyed.

Trustee Cassar attended a SDICCCA meeting. He note enrollment is up across the board in both in-person and online.

Trustee Merchat attended the State of the City for Carlsbad. He noted the facilities planning is getting us to where we need to be, in spite of the turmoil that cost escalations and costly DSA changes have caused. Trustee Merchat discussed a signal that continues to emerge post pandemic - a sense of community seems to be a major priority that is needed.

B. Students

Student Trustee Kenneth Pilco reported he visited Mt. San Jacinto College for a tour with their student trustee. He and fellow student trustees are exploring resolutions that may be supported within the region.

The Community Learning Center (CLC) is working to improve signage in the parking lot. ASG is supporting the Dia de los Muertos event that will be held at the college and trying to increase presence.

The San Elijo Campus continues their focus on student engagement.

ASG is working on their mission statement. They are also focused on increasing student engagement and holding more community events, perhaps even a music festival, on campus. Pilco acknowledged this is HSI week, and he thanked the board for their support for this population as well as for all students.

C. Classified Employees

Immediate Past Classified Senate (CS) President Carl Banks says he feels we're back, even when joyfully searching for a parking spot. He noted how students are hanging out on campus, and not just leaving when classes are over.

Classified Senate is participating in the subcommittee work for the transformation process of professional development. Another cultivating human connections joint event with the Academic Senate.

D. Faculty

Academic Senate (AS) President Leila Safaralian thanked colleagues who have worked on the Chicanx/Latinx Heritage Month events.

The MiraCosta Mathematics Department team, which included three MiraCosta students led by Mathematics Instructor Zika Perovic, has won first place in the American Mathematics Association of Two Year Colleges for student research on the topic of addressing hunger and food insecurity with a mathematical model after working with the community and local schools to determine their needs.

The Academic Calendar taskforce, chaired by Curry Mitchell, has been formed and includes a broad scope of college representation to research, collaborate, and develop a calendar model that best serves our students.

E. Assistant Superintendents/Vice Presidents

1. Instructional Services

Assistant Superintendent/Vice President Pescarmona reported FTES at the CLC is up more than 20 percent this semester over last fall semester and is above pre-pandemic levels. Overall, we are seeing an increase of seven percent in headcount and eight percent in FTES over last fall. We are approaching 2020 enrollments, however, we are still off about 1,000 students from this time in 2020. We are looking at where we are missing the mark in serving students and focused on strategic planning for improvement.

We were selected for a \$1M Bioscience Hub National Science Foundation (NSF) grant – a first for MiraCosta. Only about 25 of these NSF grants are awarded each cycle across the United States to higher education institutions. This can open the door for more NSF and Federal grants in the future. This experiential learning in emerging and novel technologies grant will assist with professional development and training opportunities for students in bioscience careers.

2. Student Services

Assistant Superintendent/Vice President Wojcik submitted a written report. She added that Outreach Student Services Specialist Gabby Baez received a proclamation as a representative of the Mexican community from the City of Encinitas. Gabby spoke about contributions to the community and also about the work that MiraCosta has done around HSI (Hispanic Serving Institution).

Wojcik thanked the board for approving the reorganization of Student Services, which has been in the works for the last five years and will serve students in welcome centers on both the first and second floors and offer students a truly one-stop-shop experience. Staff members in Counseling, Financial Aid, and Admissions and Records, which are the busiest departments in the Student Services Division, will be cross-trained to serve students with an even broader skillset and knowledge base in preparation for their new roles and the move to the new Student Services Building.

3. Administrative Services

Assistant Superintendent/Vice President Flood reported our parking lots are full from 9am to 1pm. Steps are being taken to alleviate some of the gridlock.

Flood expressed appreciation for the tremendous lift by the Fiscal Services team, as well as the PIO team, for their work on the final budget book.

4. Human Resources

Assistant Superintendent/Vice President Ng reported a lot of work is being done around onboarding and professional development. The DEI work at the college contributes to a variety of areas, including the onboarding process.

Ng worked at the CLC for a day and was approached by a number of students who expressed how grateful they are for the support they receive from CLC staff. Working at the various sites has provided an opportunity to engage with MiraCostans in a more connected way.

F. Superintendent/President

Superintendent/President Cooke reported the Administrators Committee has an all day workshop on September 21 where they will actively engage in futures scenarios.

The visit by the accreditation team is coming up on September 18. Because we don't have any core inquiries, we are optimistic that things will go smoothly.

Cooke noted that professional development is critical to our being nimble and flexible. We've been dreaming big to position ourselves as learners who help others learn. Planning continues around this area.

CSU will increase their tuition over the next five years, and we expect this could impact our enrollment.

X. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

None.

XI. ADJOURNMENT

The meeting adjourned at 5:51 p.m.

MINUTES APPROVAL:

Frank Merchat
President

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