



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING

OCTOBER 17, 2024
(Approved November 21, 2024)

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, October 17, 2024, in Room 1131 on the San Elijo Campus. President Cassar called the meeting to order at 4 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar

Raye Clendening

Heather Conklin

George McNeil

Jackie Simon

Rahime Demirci (Student Trustee)

Board Members absent:

Frank Merchat

Anna Pedroza

Administrators present:

Superintendent/President Cooke

Assistant Superintendent/Vice President Tim Flood

Assistant Superintendent/Vice President Denée Pescarmona

Assistant Superintendent/Vice President Alketa Wojcik

Assistant Superintendent/Vice President Charlie Ng

III. APPROVE MEETING MINUTES

A. Tour of Learning Commons on September 5, 2024

B. Special Meeting/Closed Session of September 5, 2024

C. Workshop of September 5, 2024

D. Special Meeting/Closed Session of September 12, 2024

E. Regular Business Meeting of September 12, 2024

By motion of Trustee Simon, seconded by Trustee Clendening, the board approved the minutes of the Learning Commons Tour of September 5, 2024, the minutes of the special meeting/closed session of September 5, 2024, the minutes of the workshop of September 5, 2024, the minutes of the special meeting/closed session of September 12, 2024, and the minutes of the regular business meeting of September 12, 2024.

Vote: 5/0/0

Aye: Cassar, Clendening, Conklin, McNeil, Simon

Abstentions: None

Absent: Merchat, Pedroza

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

Dean Al Taccone welcomed trustees and attendees. With enrollment up 900 students this fall at the San Elijo Campus, Dean Taccone credited the good work of MiraCostans who have created scheduling and support services that are meeting the needs of students. He shared some of the upcoming events taking place at the San Elijo Campus, including a Hispanic Networking breakfast on November 18.

Assistant Superintendent/Vice President Denée Pescarmona welcomed the new Executive Director for the Technical Career Institute Tom Tubon, who joined MiraCosta in his new role on September 30.

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

V. CHANGES IN AGENDA ORDER

None.

VI. PRESENTATIONS

A. Technology Plan Progress Update

Associate Vice President/Chief Information Systems Officer Dr. Anthony Maciel, Interim Director of Technology Support Services Shanon Macintyre, Department Chair and Faculty of Computer Studies and Information Technology Steve Isachsen, Faculty of Computer Studies and Information Technology Rick White, Director of Enterprise Application Services Jim Dorris, and Director of Security and Infrastructure Systems Cornel Ruston provided an insightful update on the five-year Technology Plan. Key elements were covered, including contributors, the plan progress timeline, year-one and year-two strategies and initiatives, technology futures signals, and goals. Progress on the plan's goals, strategies and initiatives were listed and explained on the slides by the presenters. Shanon Macintyre noted the college now has 31 hyflex enabled classrooms, easily accessible training, and the Library/ITS offers a wide variety of instructional technology applications designed to meet students where they are.

Professors Isachsen and White highlighted the remarkable strides being made in the realm of Artificial Intelligence (AI). They emphasized AI's rapid evolution into a utility and proudly noted that MiraCosta offers the state's first AI degree. This innovative program emphasizes a human-centered approach, fostering deeper connections and nurturing students to become ethical and responsible innovators. They provided details about the degree, the technological tools available to students, the certificate of achievement, and the structured pathways available for students pursuing careers in AI. The Computer Studies Department club continues to offer valuable opportunities for students to engage with guest speakers and industry experts, while local community partners benefit from the talents of our students.

Jim Dorris reported on enhancements to the automatic degree conferral process and the online graduation application, aimed at streamlining degree and certificate completions for students. The implementation of TargetX, a customer relationship management system, is specifically aiding Guided Pathway Academic and Career Pathway (ACP) teams in reaching out to students and providing essential support.

Furthermore, student resources are being digitized to ensure ease of access across all devices.

Cornel Ruston recapped the tabletop ransomware exercise held on March 18, which involved 90 participants from MiraCosta. This realistic simulation was instrumental in assessing the college's preparedness for cybersecurity incidents, highlighting the importance of a clear communication plan and timely decision-making. Ruston noted that comprehensive risk assessments, aligned with industry standards, have been conducted. Continuous monitoring is crucial to safeguard the district's information assets, and this proactive approach has earned MiraCosta a low-risk IT security rating, positively impacting insurance costs. Dr. Maciel thanked the Technology Advisory Committee and all contributors, stating it is a district-wide effort.

The board expressed their appreciation for the significant progress and diligent efforts made thus far, recognizing the commitment to enhancing technology and student success.

VII. CONSENT ITEMS

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

Consent Item G was pulled from the agenda.

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

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

By motion of Trustee Simon, seconded by Trustee McNeil, consent item G was approved.

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

VIII. ACTION ITEMS

A. Adopt the MiraCosta Community College District Initial Proposal to the MiraCosta College Faculty Assembly

By motion of Trustee McNeil, seconded by Trustee Simon, the board adopted the MiraCosta Community College District Initial Proposal to the MiraCosta College Faculty Assembly for the contract as stated.

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

B. Approve Award of a Design-Build Services Contract for RFQ/P #MM-24-002 Oceanside B4700 Professional Development Renovation Project and Approve Resolution No. 4-24/25

By motion of Trustee McNeil, seconded by Trustee Conklin, the board approved the award of a design-build services contract for RFQ/P #MM-24-002 Oceanside B4700 Professional Development Renovation Project and adopted Resolution No. 4-24/25 as stated.

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

C. Appoint Independent Citizens' Bond Oversight Committee Members

By motion of Trustee Clendening, seconded by Trustee McNeil, the board appointed Independent Citizens' Bond Oversight committee members (Michael Krival, at-large community member; Ellen Marciel, senior citizens' organization; Brandon Quandt, student; Gigi Gleason, at-large community member).

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

IX. INFORMATION ITEMS

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

The sunshine of the MiraCosta College Faculty Assembly initial proposal to the MiraCosta Community College District was provided for information.

X. COLLEGE-RELATED REPORTS

B. Trustees Activities

Trustee Clendening expressed gratitude to the College and the Foundation Board for their support of the Gentlemen Gourmet Dinner, hosted by the North County African American Women's Association, which both she and Trustee Cassar attended, and she praised the opening of the Frontwave Arena. She also attended the CSU San Marcos Report to the Community with Trustee Pedroza and Oceanside's Finest Basketball event, which promotes affordable activities for the community. Trustee Clendening also participated in a webinar on social mobility hosted by CSU San Marcos and along with Trustee Conkin, the League of Women Voters' 49th Congressional District Candidate Forum alongside.

Trustee Conklin has been actively involved in voter engagement and has participated in many Get Out the Vote efforts. She attended a Meet and Greet with the Encinitas City Council at the San Elijo Campus and a Proposition 36 Town Hall with the District Attorney and President Cassar. She volunteered at the Youth Political Event at Oceanside High School, focusing on young voter engagement. She also attended the North County LGBTQ Gala in support of their new space in Oceanside.

McNeil attended the Facility Liaison meeting with President Cassar and Trustee Merchat. He congratulated Vice President Flood and his team for their achievements. Additionally, he supported MiraCosta athletics by attending many soccer and volleyball games, and he shared the current first place ranking that both the women's and men's soccer teams have achieved.

Trustee Cassar attended an information session hosted by MiraCosta College's Dr. Ha regarding Propositions 33 and 36. He attended an orientation for the two Trustee Area 5 candidates as well as a candidate meet and greet hosted by the MiraCosta Foundation and Faculty Assembly.

C. Students

Student Trustee Rahime Demirci reported the Associated Student Government (ASG) facilitated a question panel for the City of Oceanside, providing a platform for student engagement. Additionally, 6-8 students will attend the upcoming California Community College Student Advocacy Session, demonstrating MiraCosta's commitment to student representation at the state level. Rahime also mentioned that students will attend the Community Leaders Breakfast on October 18.

D. Classified Employees

Interim Classified Senate (CS) President Carl Banks congratulated Omar Jimenez, who is now on parental leave. Banks will serve as interim Classified Senate president until mid-January, and Kimberly Holmes has filling the role of interim vice president during this same time. The End of Year Celebration is scheduled for December 20 at El Camino Country Club, and he encouraged all to attend.

E. Faculty

Academic Senate (AS) President Curry Mitchell shared the college is currently focused on the Common Course Numbering project, starting first with six departments. In Phase 2, an additional 12 departments will be included.

The Academic Senate has initiated a task force to explore faculty needs related to AI topics and technologies. Given the complexity of the subject, the task force plans to organize a small conference featuring breakout sessions and poster presentations to facilitate learning and discussion.

Jim Sullivan has launched four strands for teaching and learning, providing a structured approach to support faculty development. He sends a weekly newsletter highlighting one of these strands every Friday. These initiatives underscore our commitment to advancing academic excellence and supporting faculty in emerging areas like AI and innovative teaching strategies

F. Assistant Superintendents/Vice Presidents

1. Instructional Services

Assistant Superintendent/Vice President Pescarmona reported the spring 2024 class schedule is now available on SURF, and registration begins on November 4. Counselors and staff are ready to assist students in making informed decisions about their education plans and courses.

MiraCosta College is in the final stages of the Adult High School Accreditation process, moving closer to completion.

Over the past year, MiraCosta College received \$1.34 million to support faculty in developing Zero Textbook Cost (ZTC) pathways. MiraCosta is among the top three colleges in the state, leading the way in creating course pathways where students no longer need to worry about textbook costs. Forty percent of the course sections in upcoming spring semester are expected to be ZTC. This initiative, which will save students hundreds of dollars each semester, will use grant funds to hire a classified professional as an instructional designer to support faculty in implementing ZTC resources. MiraCosta is proud to lead the state in advancing this important work to reduce student costs and improve access to education.

2. Student Services

Assistant Superintendent/Vice President Wojcik reported a group of four students and three MiraCostans recently traveled to Ghana to attend the All African Diaspora Education Summit. For many students, it was their first time traveling, and the long, emotionally packed days profoundly impacted the 350 attendees participating in this life-changing experience. Students reflected on their experiences through daily vlogs, sharing what each day meant. The insights gained from this experience were profound, and the group is deeply grateful to the Board of Trustees for their support.

The move to the new Student Services Building has begun with a phased move-in process. The building, the largest on campus, is functional and beautiful, thanks to the tireless work of facilities and ITS teams who have been on-site day and night for the last three weeks to ensure a smooth transition. A tour and ribbon-cutting ceremony are scheduled for November 18 at 10 a.m.

3. Administrative Services

Assistant Superintendent/Vice President Flood reported MiraCosta College's Health and Wellness Hub has been recognized as a Regional Best Project by ENR California, competing against universities for this prestigious honor. Additionally, the MiraCosta College received the CMAA Project Achievement Award and is a San Diego Taxpayers Association's Golden Watch Award finalist.

Flood thanked everyone involved in making these achievements possible. He also thanked everyone who worked tirelessly to ensure that the Student Services Building was ready for our programs and services to move in smoothly.

4. Human Resources

Assistant Superintendent/Vice President Ng reported MiraCosta College is preparing for faculty recruitment for the fall 2025 semester, with efforts underway to ensure a smooth and successful process.

The Leadership Program, funded by an EEO grant, has received favorable feedback from participants and presenters, highlighting the program's effectiveness in supporting leadership development across the college.

A pilot program for onboarding is being finalized, aimed at enhancing the onboarding experience for new employees.

Negotiations with the Faculty Assembly are ongoing as the college works collaboratively on key initiatives.

G. Superintendent/President

This morning began with a productive session at the Junior Achievement Board, where discussions centered around creating career exploration opportunities for young people and continue the focus on early career awareness in middle school and further exploration in high school. During the presentation, Cooke highlighted MiraCosta's involvement in regional K-16 apprenticeship programs, which includes a \$13 million investment in K-12 career pathways.

MiraCosta College is also a leader in work-based learning, particularly in the biotech sector, with \$10 million dedicated to building a strong talent pipeline. Additionally, \$3.5 million has been allocated to cybersecurity, business, and allied health apprenticeships. Businesses need to engage in these efforts to help develop an inclusive and diverse workforce for the future, including incentives to support small businesses in welcoming apprentices. More details will be shared at the Community Leaders Breakfast on October 18, featuring stories of MiraCosta's generational impact, moderated by Alketa Wojcik, with panelists Mark Richards, Omar Jimenez, and Esther Nair.

Next week, Southwestern Community College will host a signing ceremony for AB91, a legislative initiative allowing students from Mexico who live within 50 miles of our border to take courses at in-state tuition rates at one of the San Diego and Imperial Counties Community Colleges.

Several MiraCosta College Trustees will travel to Seattle for a trustee conference, where President Cassar will be a panelist in a breakout session.

Cooke thanked Kristen Gonzales for her involvement in the numerous Get Out the Vote events, and she commended all who worked on the new Student Services Building in which employees are moving into this week.

XI. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

None.

XII. ADJOURNMENT

The meeting adjourned at 6:13 p.m.

MINUTES APPROVAL:

Rick Cassar
President

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