



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

REGULAR MEETING
4 P.M. – THURSDAY – SEPTEMBER 12, 2024
JOHN MACDONALD BOARD ROOM (1068)
BUILDING 1000 – OCEANSIDE CAMPUS

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 August 15, 2024
- B. Regular Business Meeting of August 15, 2024

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. Associated Student Government Introductions
- B. Online Education Update

VII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions
- B. Approve Employment Contract for Professional Expert
- C. Approve New Professional Expert Classification and Description of Duties for the Director, Apprenticeship Program Development
- D. Approve Updates to the Collective Bargaining Agreement Between the Faculty Assembly and MiraCosta Community College District to Reflect Language from MOU 22-06
- E. Approve Revised Fall 2024 Program Components for the Oceanside Unified School District CCAP Dual Enrollment Program
- F. Approve Grant Subcontractor Agreement with San Diego Community College District for Strong Workforce Program Labor Market Research Grant
- G. Award Contract for RFP 17-24 Digital Marketing Services to Mason Interactive, Inc.
- H. Approve Purchase of Additional Hotspots and Broadband Internet Services for Online Learning through the Library
- I. Approve Purchase of Nuventive Improve Software
- J. Ratify and Approve Contracts and Purchase Orders

VIII. ACTION ITEMS

- A. Adopt Fiscal Year 2024/25 Final Budget
- B. Approve Amendment to Conflict of Interest Code Appendix One (Designated Filers)

IX. INFORMATION ITEMS

- A. Public Hearing 4:30 p.m. FY2024/25 Final Budget
- B. MiraCosta Community College District Irrevocable Trust Investment Board Report
- C. Sunshine the MiraCosta Community College District Initial Proposal to the MiraCosta College Faculty Assembly
- D. Futures Update

X. 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

XI. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

XII. ADJOURNMENT

UPCOMING MEETING

**4 p.m. – October 17, 2024
Regular Business Meeting**

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

MINUTES OF CLOSED SESSION MEETING

AUGUST 15, 2024
(DRAFT)

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in closed session on Thursday, August 15, 2024, in Room 1054 at the Oceanside Campus. President Rick Cassar called the meeting to order at 2:02 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar	Frank Merchat
Raye Clendening	Anna Pedroza
Heather Conklin	Jacqueline Simon
George McNeil	

Administrators present:

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

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

None.

IV. DECLARE NEED FOR CLOSED SESSION

At 2:02 p.m., the board announced the need to enter closed session, along with Superintendent/President Cooke and Assistant Superintendent/Vice President Charlie Ng, to discuss the following topics:

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)

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

At 3:35 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.

VI. ADJOURNMENT

The meeting adjourned at 3:35 p.m.

MINUTES APPROVAL:

Rick Cassar
President

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



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING

AUGUST 15, 2024
(DRAFT)

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, August 15, 2024, in the Boardroom (1068) on the Oceanside 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

Frank Merchat

Anna Pedroza

Jackie Simon

Rahime Demirci (Student Trustee)

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. Special Meeting/Closed Session of July 18, 2024

B. Regular Business Meeting of July 18, 2024

By motion of Trustee McNeil, seconded by Trustee Clendening, the board approved the minutes of the special meeting/closed session of July 18, 2024.

Vote: 7/0/0

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

Abstentions: None

Absent: None

By motion of Trustee McNeil, seconded by Trustee Simon, the board approved the minutes of the regular business meeting of July 18, 2024.

Vote: 7/0/0

Aye: Cassar, Clendening, Conklin, 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. Bias Education Support Team (BEST) and Behavioral Intervention Team (BIT) Update

Chief IDEA Officer Dr. Wendy Stewart, Student Success and Equity Director Kristina Londy, Assistant Superintendent/Vice President of Student Services Alketa Wojcik, and Public and Governmental Relations Director Kristen Huyck provided an insightful overview of the Bias Education Support Team (BEST), an intentional collection of MiraCosta leaders that work collaboratively with individuals, departments, committees, and community organizations to foster a climate of openness and inclusion on campus through education and advocacy. The presentation described the function BEST serves at the college, as well as their key accomplishments and goals for 2024/25. As a model in the state, especially for other institutions that are interested in establishing their own BEST, the team actively provides resources and proactively works to reduce and prevent biases, and they engage with community partners, organizations, and subject matter experts to inform how to move forward while being culturally relevant.

The presentation also provided an overview of the district's Behavioral Intervention Team (BIT), a multi-disciplinary team that promotes a safe, inclusive, and productive environment by offering early intervention to students whose behavior poses a concern, potential threat, or actual threat to self or others. The BIT uses many different lenses while being nimble and responsive in developing action plans. A webinar series was launched covering a number of topics, and dialogue circles facilitated by the National Conflict Resolution Center were hosted.

Bias incident reports and CARE referral forms are discussed locally by the BIT, while also looking at trends in San Diego County. Four key areas were identified as goals in 2024/25: continue the webinar series, provide employees with training, improve our data collection, and expanding resources. Trauma-informed training and resources for faculty and staff, as well as online support that faculty can include in their syllabus are available.

B. MiraCosta Community College District Campus Climate Survey Update

Assistant Superintendent/Vice President of Human Resources Charlie Ng provided an update on the progress and next steps to be taken. This is the third time he has presented about the survey that was completed in 2019, with a high response rate of the survey.

Ng provided a summary of findings, noting that 86 percent of respondents felt comfortable with the overall environment at the college, which is comparatively a very positive result. Since then, the college has applied for and received a Title V HSI grant, aimed at enhancing engagement and connection with the Latinx population. Ng noted other college efforts the college has implemented, like Guided Pathways and Academic Career Pathways, that also align with improving academic success and equity.

Employee career success is a priority, and the district is working on an enhanced onboarding process for new employees, job resources, and making additional connections with employees. A leadership development program recently began mid-summer 2024. Additionally, remote work policies and flexible work schedules offer work-life balance for many positions.

Employee resource groups (ERGs) are being established to help cultivate inclusive, community-based organizations, accessible physical spaces have been enhanced, and seven Equity Centers will be created, all with the goal of improving student success for students, and professional development and recruitment for employees.

Ng noted that some respondents felt more comfortable completing the survey knowing the outside firm of Rankin & Associates would hold and own all of the information. This model was good for increasing the number of respondents but the trade off was that, since we don't own the data, it also hinders our ability to disaggregate the data in a more meaningful way.

We can begin to explore administering another survey, which will help to inform if the implemented efforts and initiatives are making the intended positive differences for which we were aiming.

VII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions**
- B. Approve Award of Title IX and EEO Services Agreement with Grand River Solutions**
- C. Approve Employment Contract for Professional Expert**
- D. Approve Employment Contract for Professional Expert**
- E. Approve Employment Contract for Dean of Counseling and Student Development**
- F. Approval of Renewal for San Diego County Office of Education JPA Workers' Compensation Insurance, Statewide Association of Community Colleges JPA Insurance, and District Insurance Schedules**
- G. Ratify Student Accident Insurance Renewal**
- H. Approve Request to Destroy Education Records Marked for Destruction**
- I. Approve Updated Exhibit A Course Agreement with Cathedral Catholic High School for Fall 2024 and Spring 2025 Dual Enrollment Program**
- J. Approve Updated Exhibit A Course Agreement with Carlsbad Unified School District for the Fall 2024 Dual Enrollment Program**
- K. Approve Fall 2024 Program Components for the Oceanside Unified School District CCAP Dual Enrollment Program**
- L. Approve Updated Exhibit A Course Agreement with San Dieguito Union High School District for the Fall 2024 Dual Enrollment Program**
- M. Accept Resignation Independent Citizens' Bond Oversight Committee Members**
- N. Adopt Resolution No. 2-24/25, Establish the District Appropriations (Gann) Limit for Fiscal Year 2024/25**
- O. Approve FF&E Purchase for OCN Student Services Building**
- P. Ratify and Approve Contracts and Purchase Orders**

Consent Item E was pulled for discussion.

By motion of Trustee Merchat, seconded by Trustee McNeil, consent items A-D and F-P were approved.

Vote: 7/0/0

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

Abstentions: None

Absent: None

By motion of Trustee McNeil, seconded by Trustee Merchat, consent item E was approved after introducing the new Dean of Counseling and Student Development Dr. Ailene Crakes, who was present.

Vote: 7/0/0

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

Abstentions: None

Absent: None

VIII. ACTION ITEMS

A. Adopt Resolution No. 3-24/25: Award Contract for DSA Inspector of Record Services for OCN 3000 Series Project No. 04205

By motion of Trustee McNeil, seconded by Trustee Clendening, the board adopted Resolution No. 3-24/25 to award contract for DSA inspector of record services for OCN 3000 Series Project No. 04205.

Vote: 7/0/0

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

Abstentions: None

Absent: None

IX. COLLEGE-RELATED REPORTS

A. Trustees Activities

Trustees Clendening, McNeil, Merchat, and Simon attended the Associate Faculty Union meeting via Zoom. Trustees Clendening and Conklin participated as volunteers at the North County NAACP Back to School Backpack event for families, which brought more than 500 people to our Oceanside Campus.

Trustees Conklin and Cassar attended the WelcomeFest on the Oceanside Campus, while Trustees Conklin and McNeil attended the New Student Welcome event at the CLC. A strong sense of community and care was evident at both welcome events, which included many supportive MiraCostans there to provide assistance to students. Trustees Clendening, Conklin, and Simon attended the Oceanside Museum of Art's Leadership for Women event that was coordinated by Senator Blakespear. Additionally, Senator Blakespear's office hosted a webinar on single-use plastics that Trustee Simon attended. Trustees Cassar and Simon attended the celebration of life for Brad Byrom at the San Luis Rey Mission.

Trustee Merchat participated in the Cultural Competency session held today, and he enjoys being a regular attendee at the Farmers Market on the San Elijo Campus. Trustee Merchat was interviewed for Associate of Community College Trustees (ACCT) magazine.

Trustee Conklin participated in the "Rock the Vote" event in Carlsbad to help register young voters. Trustee McNeil attended the Nursing LVN pinning ceremony. Trustee

Pedroza attended a Threats to Civic Engagement forum, as well as the MANA conference held at Palomar College.

B. Students

Student Trustee Rahime Demirci reported the Associated Student Government (ASG) held a retreat last Friday, where they discussed their vision and goals for the upcoming year. It was a productive session that helped align their objectives and plan initiatives. Additionally, Demirci attended the CCLC Student Trustee Workshop in San Francisco, which was both informational and inspirational, providing valuable insights to guide efforts this year. ASG continues holding interviews for vacant leadership roles.

C. Classified Employees

Classified Senate (CS) President Omar Jimenez shared how the CS is emphasizing a human-centered approach aligned with the "Caring Campus" initiative. Three core values guide this initiative.

- Empower classified professionals as Essential Partners in Student Success: Provide training, resources, and recognition to enhance the support classified professionals offer students.
- Foster a Culture of Caring and Inclusivity: Cultivate an environment where Classified Professionals feel valued and motivated to contribute to student success.
- Strengthen Student-Staff Connections: Encourage meaningful interactions between students and Classified Professionals through both structured programs and informal engagement opportunities.

For the 2024/25 academic year, the Classified Senate will focus on improving communication and engagement across the campus community. The Classified Senate plans to launch a monthly newsletter to keep everyone informed, showcase the good work of classified professionals, and enhance the Senate website to provide timely updates. Additionally, they will hold regular town hall meetings to gather feedback and foster discussions, while also developing a plan to establish a dedicated position within the CS. These actions are designed to create greater transparency, strengthen internal connections, and increase involvement from classified professionals, aligning with the values of inclusivity and reinforcing campus relationships.

D. Faculty

Academic Senate (AS) President Curry Mitchell discussed how faculty members at MiraCosta College have been actively engaged in professional development activities throughout Flex Week. Monday's sessions emphasized technology integration, Canvas design, accessibility practices, and the impact of artificial intelligence on teaching. Tuesday saw high participation in events specifically for associate faculty. Wednesday was dedicated to departmental work and discipline-specific professional development, while Thursday featured the Cultural Competency Conference, which focused on creative arts, healing, and community building.

Looking ahead, the Joyful Teacher in Residence Jim Sullivan has organized four unique professional development workshops for the academic year. These include "Mindful Teacher," "Teaching STEM," "Pedagogy of Cariños," and "Teaching with Technology." This program builds on last year's initiatives, responding to faculty needs and the college's strategic direction.

As fall classes begin, faculty will focus on building trust with students, with the first three weeks being crucial for establishing a positive classroom culture. During this period, faculty will intentionally create a sense of belonging, confidence, and a culturally responsive environment where students can set and achieve their goals.

The AS convened last Friday for its first meeting of the academic year and was followed by a retreat that included senators, guests, and subcommittee faculty leaders. Discussions centered on how to work effectively and fairly as a collaborative body.

E. Assistant Superintendents/Vice Presidents

1. Instructional Services

Assistant Superintendent/Vice President Pescarmona reported enrollment numbers remain flat compared to last fall, and the college continues to face challenges with fraudulent enrollments, which have shifted from enrolling in online classes to enrolling in in-person classes. Efforts continue to develop new strategies to combat this issue, with significant adjustments expected in the coming weeks.

A recent regional dual enrollment meeting involving key partners like Oceanside Unified focused on the Dual Enrollment Strategy Guide. Appreciation was expressed for the hard work of the team, including Bridget Herrin and Zhenya Lindstrom.

The college is also excited to announce that a team will visit De Anza College for an AI program coordinated by the Chancellor's Office. MiraCosta's newly launched AI degree program has seen strong interest, with all classes fully enrolled.

The college is welcoming ten new fulltime faculty members who will start teaching this fall semester.

2. Student Services

Assistant Superintendent/Vice President Wojcik reported GEAR UP staff participated in the annual conference in Washington, D.C., where eight students from OUSD and their parents also attended. On the final day, students gave presentations on what they had learned from the leadership institute, with all eight speaking passionately about the impact of the GEAR UP program in motivating them to pursue higher education.

A Student Leadership Conference was held this past Monday, bringing together MiraCosta students to engage in workshops and dialogue on cultivating their leadership potential and thriving. Additionally, 25 student ambassadors completed their training this week and are ready to support the campus community.

The college continues to combat fraudulent enrollments and recently dropped more than 800 enrollments. The Fraud Blocking and Identification (FBI) team is working hard to avoid these issues, even approaching their challenging work with some humor in their team name.

A special thanks was given to all those in student support services who have been inundated with work as the semester begins.

Everyone is excited about moving into the new Student Services Building, and the outlook for the year is very positive.

3. Administrative Services

Assistant Superintendent/Vice President Flood reported the Facilities crew has done an outstanding job preparing the campuses for the return of students. Construction fences have been removed, crosswalks have been freshly striped, and the campus is in excellent condition. There has been widespread praise for the Health and Wellness Hub construction project, and the college was just notified the project has been recognized with the California Regional Best Project award for higher education and research, and we have been notified of an upcoming national award, though details are still under wraps.

College Police actively collaborate with the Emergency Operations Center (EOC) to enhance operational preparedness, including performing drills beyond standard tabletop exercises, with the next drill scheduled for September 20.

Five new HyFlex classrooms have been added, bringing the total to 29, and 600 laptops have been imaged and prepared for student loans.

As the fiscal year ended, the finance team worked hard to close the books and finish building the adopted budget. The college complies with the 50% Law, reporting a rate of 50.1%.

A big thank you to everyone for ensuring our campuses are ready for students this fall. It's going to be a great year.

4. Human Resources

Assistant Superintendent/Vice President Ng submitted a written report. Ng thanked the HR team for successfully launching the benefits open enrollment.

Thanks were also given to Justin Crast for initiating the Workplace Violence Protection Program training to ensure the college complies with its requirements.

F. Superintendent/President

Superintendent/President Cooke thanked Omar Jimenez and the team for their work on a successful WelcomeFest, which saw a large turnout and generated significant excitement and energy on campus. Dr. Cooke reported interviews are taking place for the critically important director position at the Technology and Career Institute (TCI), a role previously held by Linda Kurokawa, whose contributions set a high standard. Additionally, the college seeks to fill a dean position for the letters and math departments.

Dr. Cooke highlighted the upcoming All College Day event. She remarked on MiraCosta College's amazing impact on the lives of its alumni, many of whom now hold leadership roles across the campus.

Dr. Cooke also shared her recent experience as the new president of the American Association of Community Colleges (AACC) Board, where she faced unexpected challenges, including disruptions caused by the remnants of a hurricane during one of the meetings.

A retiree social event was recently held on campus, which welcomed about 30 retirees from various eras of MiraCosta College. The retirees were proud to see the new buildings, and Dr. Cooke thanked the Advancement Office for organizing a wonderful event that celebrated the legacy of the college.

Dr. Cooke acknowledged the collaboration between the Public Information Office (PIO), Student Life, and Leadership in coordinating "Get Out the Vote" efforts. These initiatives aim to support students and staff during this election season.

She also noted that the deadline for the board election has closed, with Trustee McNeil's seat being contested by two candidates who are new to MiraCosta, while Trustees Simon, Merchat, and Conklin are running uncontested.

X. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

None.



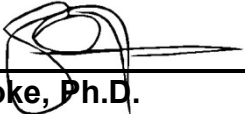
XI. ADJOURNMENT

The meeting adjourned at 5:47 p.m.

MINUTES APPROVAL:

Rick Cassar
President

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

Subject: Associated Student Government Introductions	Attachment: None
Category: Presentations	Type of Board Consideration: <div style="text-align: center;">  Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="text-align: center;">  Goal 1 Goal 2 Goal 3 Goal 4 </div>
	Approved for Consideration: <div style="text-align: center;">  <hr style="width: 100%;"/> Sunita V. Cooke, Ph.D. Superintendent/President </div>

BACKGROUND

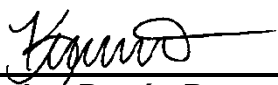

The Associated Student Government (ASG) serves the collective needs of the students at MiraCosta College. The goal of the ASG is to give a voice to all students, enabling them to become part of the college community. Major responsibilities include appointing students to campus-wide committees; participating in collegial governance in the development of college policies and the annual budget; adopting and overseeing use of an annual budget; allocating funds for new programs/projects; granting club charters; and providing and administering a program of activities and services for students. The ASG has student representation on Oceanside, San Elijo, and Community Learning Center campuses.

STATUS

The 2024/25 ASG student leaders will be introduced.

RECOMMENDATION

For information only.

Subject: Distance Education Update	Attachment: PowerPoint Presentation
Category: Presentations	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:  _____ Kristina Denée Pescarmona Assistant Superintendent/Vice President, Instructional Services	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND



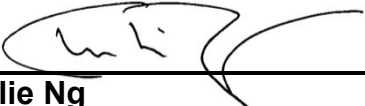

Title 5 of the California Code of Regulations (CCR 55210) requires districts that offer one or more course sections through distance education to provide to the local board an annual report on distance education activity.

STATUS

Faculty Coordinator of Online Education Dr. Jim Julius will provide a report on distance education. The report will include an update on last year’s online course offerings, including an update on hyflex, success and retention disaggregation by ethnicity, as well as highlights and upcoming innovations to support online student learning and student basic needs.

RECOMMENDATION

For information only.

Subject: Ratify Recommendations of Superintendent/President in Approving Personnel Actions	Attachment: None
Category: Consent 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

STATUS

1. Retirement of classified employee Lucy Fonseca, Financial Aid Technician, position P-00171, effective August 31, 2024.
2. Resignation of classified employee Elizabeth Bautista, Gallery Assistant, School of Arts, International Languages, and Ethnic Studies, position P-00449, effective August 30, 2024.
3. Employment of the following full-time, tenure-track faculty members:
 - Sarah Kirk, Psychology Instructor, full-time, tenure-track, salary class III, step 4, \$105,686 per year (2024/25 academic annual salary schedule), effective August 9, 2024.
 - MA – Psychology – CSU San Marcos
 - BA – Psychology – CSU San Marcos
 - Sarah has served as Associate Faculty at MiraCosta College since spring 2023. She has also worked as adjunct faculty teaching psychology for Grossmont-Cuyamaca Community College District, San Diego Community College District, and Palomar College.
 - Natalie Gonzales, Nursing Instructor – RN, full-time, tenure-track, salary class V, step 3, \$107,366 per year (2024/25 academic annual salary schedule), effective August 9, 2024.
 - MS – Nurse Practitioner-Family – CSU San Marcos
 - BS – Nursing – Western Governors University

Natalie has served as Associate Faculty at MiraCosta College since Fall 2021. She has also worked as an RN for Tri-City Medical Center, Vista Community Clinic, and Palomar Health.

4. Employment of the following regular classified administrator Thomas Tubon, Executive Director, Community Education and Workforce Development, position P-00163, classified administrator salary range CM-14, step 3, \$12,998.25 per month, full-time, 12 months per year, effective September 30, 2024. Thomas was selected through an open recruitment process.

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

Lilah Shoukry, Student Services Coordinator, CARE, position P-10059, will serve as Interim Academic Records Evaluator, A&R, Academic Records, classified salary range 23, longevity year 8, \$7,990.08 per month, full-time, effective August 5, 2024 – June 30, 2025.

Marilyn Roybal, Academic Division Administrative Assistant, Instructional Services, position P-05134, will serve as Interim Academic Records Evaluator, A&R, classified salary range 23, longevity year 7, \$7,911 per month, full-time, effective July 29, 2024 - June 30, 2025.

Tara Sisario, Academic Division Administrative Assistant, School of Arts, International Languages and Ethnic Studies, position P-07321, will serve as Interim Administrative Assistant to the Associate Vice President, Information Technology Services, classified salary range 24, step 5, \$7,828.08 per month, full-time, effective September 1 – October 25, 2024.

Jorge Ramirez Ibanez, Financial Aid Technician, position P-06189, will continue to serve as Interim Operations Supervisor, Student Services Welcome Center, classified salary range 27, step 3, \$7,768.08 per month, full-time, effective July 1 – August 31, 2024.

Ashley Sherrell, Student Support Advisor, Student Services Welcome Center, position P-08461, will continue to serve as Interim Financial Aid Technician, classified salary range 23, step 5, \$7,604.50 per month, full-time, effective July 1, 2024 – June 30, 2025.

Josie Bollerud, Student Support Advisor, Admissions and Records, SEC, position P-06173, will continue to serve as Interim Financial Aid Technician, classified salary range 23, step 5, \$7,604.50 per month, full-time, effective July 1 – August 31, 2024.

Omar Jimenez, Student Services Coordinator, Student Equity, position P-00363, will continue to serve as Interim Program Manager, SSSP, classified salary range 31, step 3, full-time, \$8,717.50 per month, effective July 1 – October 25, 2024.

6. In accordance with Board Policy 7345, employee 00004937 requests a waiver to the limitation on how much of their available sick leave can be used for personal necessity leave as they will exhaust their personal necessity allowance for 2024/25 fiscal year. Pursuant to the Faculty Assembly agreement, faculty may use up to six days of earned sick leave per fiscal year for the purpose of personal necessity leave.

7. Employee 07236333 requests catastrophic leave donations in accordance with Board Policy 7345. Donations are needed as the employee will exhaust all paid leave entitlements. The employee will need approximately 160 hours to remain in full paid status through September 30, 2024.

Employee 07387587 requests catastrophic leave donations in accordance with Board Policy 7345. Donations are needed as the employee will exhaust all paid leave entitlements. The employee will need approximately 83.04 hours to remain in full paid status through August 31, 2024.

Employee 07011770 requests catastrophic leave donations in accordance with Board Policy 7345. Donations are needed as the employee will exhaust all paid leave entitlements. The employee will need approximately 159 hours to remain in full paid status through October 9, 2024.

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

Paul	Kelley	Automotive Technology
Michael	Barendse	Business
Maryline	Chemama	Chemistry
Wilfredo	Garces	Chemistry
Lorena	Vega	ESL, NC
Adriana	Echeverria	Ethnic Studies
Sara	Sparks	Ethnic Studies
Caitlin	Kreutz	Horticulture
Juan	Solomon	Horticulture
John	Thomas	Horticulture
Robert	Hickman	Letters, Transfer
Olivia	Dacome	Nursing, Health and Wellness
Julie	Grant	Nursing, Health and Wellness
Andrea	Higareda	Nursing, Health and Wellness
Erin	Young	Nursing, Health and Wellness
Drake	Rinks	Social Science
Jacole	Kitchen	Theatre and Film
Katie	Wilson	Theatre and Film


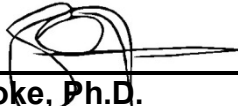
9. Request approval of the following short-term and substitute employees. These employees meet the Education Code 88003 definition of short-term and substitute employees, and as such, these employees will be employed and paid less than 75 percent of the college year:

Employee Name	Job Title	Assignment	Department	Pay Rate	Start Date	End Date
Robert Robinson	Student Services Specialist	Substitute	Athletics and Intramurals	\$33.96/hr.	8/19/24	6/30/25
Kimberly Lopez	Apprentice I	Short-term	Child Development Center	\$16.00/hr.	8/1/24	5/30/25
Ethen Menendez	Campus Aide II	Short-term	Dance	\$18.00/hr.	10/17/24	6/30/25
Tyler Dean	Campus Aide II	Short-term	Dance	\$18.00/hr.	10/17/24	6/30/25
Marcus Moore	GEAR UP Aide III	Substitute	GEAR UP	\$20.00/hr.	8/14/24	6/30/25
David Kjos	Instructional Assistant	Substitute	International Languages	\$29.38/hr.	8/19/24	5/31/25
Deaurcy Williams	Art Model	Short-term	Noncredit, General	\$28.00/hr.	9/13/24	5/30/25

Kimberly Holmes	Academic Division Administrative Assistant	Substitute	School of Arts, International Languages and Ethnic Studies	\$33.96/hr.	8/27/24	10/25/24
Sabrya Mosely	Campus Aide III	Substitute	School Relations/Diversity Recruitment	\$20.00/hr.	9/4/24	6/30/25
Daniel Vilchis	Apprentice III	Substitute	STEM Learning Center	\$18.00/hr.	8/12/24	6/30/25
Kenya Bradley	Campus Aide III	Substitute	Student Equity	\$20.00/hr.	8/19/24	6/30/25
Brenda Jaimes	Campus Aide III	Short-term	Student Equity	\$20.00/hr.	9/13/24	6/30/25
Gabrielle Lupola	Student Services Specialist	Substitute	Student Equity	\$33.96/hr.	9/13/24	6/30/25
Piper King	Campus Aide III	Short-term	Student Equity	\$20.00/hr.	9/13/24	6/30/25
Mauri Phillips	Campus Aide III	Substitute	Student Services Welcome Center	\$20.00/hr.	8/19/24	6/30/25
Stephen Bustamante	Administrative Support Assistant I	Substitute	Student Services, San Elijo	\$24.00/hr.	7/1/24	6/30/25
Charity Singleton	Testing Services Assistant	Substitute	Testing Services	\$29.38/hr.	8/26/24	6/30/25
Ricardo Sanchez	Campus Aide III	Short-term	Title V Grant Project	\$20.00/hr.	8/26/24	6/30/25
Peter Ovwiovwio	Program Consultant II	Short-term	Veterans Business Outreach Center	\$56.00/hr.	9/13/24	6/30/25
Betty Green	Administrative Support Assistant III	Substitute	Workforce IOA	\$32.99/hr.	8/1/24	6/30/25
Kristan Curren	Instructional Aide	Substitute	Workforce IOA	\$24.72/hr.	9/2/24	6/30/25
Gabriel Young	Apprentice III	Substitute	Writing Center	\$18.00/hr.	9/2/24	6/30/25

RECOMMENDATION

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

Subject: Approve Employment Contract for Professional Expert	Attachment: Employment Contract for Professional Expert
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:  Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Education Code section 88003.1(b)(2) allows for personal services contracts to be used when services to be performed are not available through the district, cannot be performed satisfactorily by district employees, or are of such a highly specialized or technical nature that the necessary expert knowledge, experience, and ability are not available through the district.

The San Diego & Imperial Center of Excellence (COE) serves the 10 regional community colleges with research and professional development and is funded by the California Community Colleges Chancellor’s Office and Regional Consortium Strong Workforce Program (SWP).

STATUS

The following individual is recommended for a professional expert contract with the term commencing on October 1, 2024, to June 30, 2025:

Robert Chu, Regional Programs Manager, Center of Excellence for Labor Market Research, full-time, \$88,409 per year (2024/2025 professional expert salary schedule). Annual salary will be prorated based on the contract months for the current fiscal year.

RECOMMENDATION

Approve the employment contract for the professional expert, as stated above.

**MiraCosta Community College District
PERSONAL SERVICES CONTRACT**

This contract (“Agreement”) between the MiraCosta Community College District (“District”) and Robert Chu (“Chu”), an individual, is made as of October 1, 2024.

Recitals

A. The District is authorized by California Education Section 88003.1(b)(2), which provides for personal services contracting when the services to be performed are not available through the District, cannot be performed satisfactorily by District employees, or are of such a highly specialized or technical nature that the necessary expert knowledge, experience and ability are not available through the District.

B. The District desires the personal services of Chu for the services described in this Agreement and Exhibits.

C. Chu warrants and represents that they are competent to perform the duties and responsibilities required by this Agreement and by all applicable laws and regulations.

D. This Agreement is subject to all the applicable laws of the State of California, the rules and regulations of the State Board of Governors, and the rules and regulations of the District’s Governing Board.

E. This Agreement is entered into in accordance with Education Code section 88003.1.

Terms and Conditions

1. Position and Term.

1.1 Position. District agrees to retain Chu and Chu agrees to be retained by District as Regional Programs Manager, Center of Excellence for Labor Market Research. Chu has the responsibilities and authority that are associated with Chu’s position as defined in the position description and all other duties and responsibilities as assigned or required by the Superintendent/President or designee.

1.2 Term. The term of this Agreement is from October 1, 2024, to June 30, 2025, unless terminated pursuant to the terms of this Agreement.

2. Salary and Benefits.

2.1 Salary. Chu shall be paid \$88,409 annually on the professional expert salary schedule. The salary will be prorated for service performed of less than one year. The salary will be paid according to District’s customary payroll practices. All payments of salary or other compensation payments will be reduced by any applicable withholdings and deductions (including voluntary withholdings).

2.2 Benefits. Chu shall be entitled to the following District benefits:

- 8 hours of vacation accrued per month of service (capped at 240 hours). Chu may accrue up to twice the annual allotment in successive contract years;

- Sick leave at the rate of one (1) day per month of service;
- Insurance coverages, and District contribution toward insurance coverages, that is provided to employees of the District employed at 50% or more of a full-time-equivalent; and
- Membership in the California Public Employees' Retirement System ("CalPERS") or the State Teachers' Retirement System ("STRS") contingent on meeting eligibility requirements of either the Public Employees Retirement Law or State Teachers Retirement Law.

2.3 Overtime Status. The parties acknowledge and agree that the position of Regional Programs Manager, Center of Excellence for Labor Market Research may require more than 40 hours of work per week. The parties further acknowledge that this position is exempt from the payment of overtime under state and federal law.

3. Indemnity. As provided in Government Code sections 825 and 995 et seq.

4. Termination of Agreement Due to Loss of Funding. Chu acknowledges and understands that the position of Regional Programs Manager, Center of Excellence for Labor Market Research is a categorically, grant-funded position. As such, Chu's employment is temporary and Chu has no right or expectation of permanent employment at any time. As such, if the District loses the funding for the position, or the funding is not renewed, this Agreement shall be terminated effective upon the cessation of the funding for the position. Termination due to a loss or non-renewal of the funding does not trigger the severance pay under Paragraph 5 below.

5. Settlement on Termination of Agreement Without Cause. Regardless of the term of this Agreement, the Superintendent/President may terminate this Agreement at any time prior to the date on which the term of this Agreement would have otherwise expired, without cause. In such an event, the maximum cash settlement Chu may receive shall be equal to the monthly salary multiplied by the number of months left on the unexpired term of this Agreement, or three months, whichever is less, and shall not include non-cash items. The intent of this provision is to satisfy the requirements of Government Code sections 53260-53264, and this provision shall be interpreted in a manner consistent with those statutes. District agrees to pay any lump sum cash payment ("Severance Pay"), less legally required for authorized deductions, if applicable, within thirty (30) days of the effective date of termination. In exchange for any lump sum cash payment provided to Chu, Chu shall execute a release and waiver, in a form acceptable to the legal counsel for District, releasing the District, and all of its elected officers, employees, agents, representations, and attorneys, from any claim associated with the termination.

6. Termination of this Agreement During its Term With Cause. The Superintendent/President may terminate this Agreement during its term and discharge Chu if Chu commits a material and substantial breach of this Agreement and/or for cause. Such breach of Agreement and discharge shall nullify the terms of this Agreement and Chu shall cease to receive any form of compensation upon the effective date of termination. The term "cause" is defined as those actions, omissions, or behaviors which are detrimental to the operations of the District and/or its major instructional, student and administrative divisions, or which impair the District's mission, purpose, or objectives. Conduct which constitutes a breach of contract and cause for discharge, includes, but is not limited to: unsatisfactory work performance, insubordination, failure to comply with district policy, rules and regulations or other misconduct which interferes with the performance of their duties and responsibilities to the district.

7. Provisions of Government Code Sections 53243.3-53243.4.

7.1. In the event that District provides paid leave to Chu pending an investigation of a crime involving abuse of this office or position covered by Government Code section 53243.4, and should that investigation lead to a conviction, Chu shall fully reimburse District for any salary provided for that purpose.

7.2. In the event that District provides funds for the legal criminal defense of Chu pending an investigation of a crime involving an abuse of this office or position covered by Government Code section 53243.4, and should that investigation lead to a conviction, Chu shall fully reimburse District for any funds provided for that purpose.

7.3. In the event that District provides a cash settlement related to the termination of Chu as defined in the terms of this Agreement and Chu subsequently is convicted of a crime involving abuse of office or position covered by Government Code section 53243.4, Chu shall fully reimburse District for any funds provided for that purpose.

7.4. "Abuse of office or position" is defined in Government Code section 53243.4 to mean either of the following:

7.4.1. An abuse of public authority, including, but not limited to, waste, fraud, and violation of the law under color of authority.

7.4.2. A crime against public justice, including, but not limited to, a crime described in Title 5 (commencing with Section 67), Title 6 (commencing with Section 85) or Title 7 (commencing with Section 92) of Part 1 of the Penal Code.

8. Miscellaneous Provisions. This Agreement contains the entire agreement and understanding between the parties. There are no oral understandings, or terms and conditions not contained or referenced in this Agreement. This Agreement cannot be changed orally. It may be modified in writing by mutual agreement of the parties as set forth above. This Agreement supersedes all Board Policies, rules, regulations, handbooks or practices which are inconsistent with or in conflict with this Agreement.

9. Representations and Warranties.





Chu represents and warrants that Chu:

- (A) has read this Agreement and understands its provisions; and
- (B) is freely and voluntarily signing this Agreement.

MiraCosta Community College District

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

Robert Chu

Subject: Approve New Professional Expert Classification and Description of Duties for the Director, Apprenticeship Program Development	Attachment: Job Duties and Salary Director of Apprenticeship Program Development
Category: Consent Items	Type of Board Consideration: <div style="text-align: center;">  Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="text-align: center;">  Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended:  <hr/> Charlie Ng, Vice President Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Upon request of the Associate Dean of Career Education, Human Resources reviewed the classification of Director, Apprenticeship Program Development. This position should be classified according to the professional expertise required of the position. Education Code §88003 defines a professional expert as a person employed on a temporary basis for a specific project, regardless of length of employment. The work assigned requires specialized knowledge or skills that fall outside of the classified service.

STATUS

Upon review of the classification, Human Resources has recommended that the Director, Apprenticeship Program Development be classified as a professional expert and compensated at the market rate of \$122,456 annually effective October 1, 2024.

RECOMMENDATION

Approve New Professional Expert Classification and Description of Duties for the Director, Apprenticeship Program Development as stated above.

DIRECTOR, APPRENTICESHIP PROGRAM DEVELOPMENT

BASIC FUNCTIONS:

The Director of Apprenticeship Program Development at MiraCosta College is responsible for leading the development, implementation, and expansion of college-wide apprenticeship programs. This role involves strategic planning, collaboration with various departments and external partners, securing funding, and ensuring compliance with college policies and regulatory standards.

DESCRIPTION OF DUTIES:


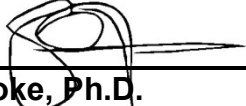
1. Lead collegewide apprenticeship program development efforts, including identifying new programs in high-wage, high-demand occupations aligned to MiraCosta College academic programs; implementing and expanding existing programs; collaborating with instructional, student services, and information technology services offices to better serve apprentices; and collecting, auditing, and reporting apprentice data to appropriate agencies
2. Establish standard operating procedures for the development, implementation, and expansion of apprenticeship programs
3. Develop and implement a five-year funding strategy and sustainability plan for MiraCosta College Apprenticeship Programs that provides a SWOT analysis; strategic goals, measurable objectives, action steps, and required financial, technology, and human resources; key performance indicators; and annual breakeven targets
4. Establish and maintain internal and interagency relationships with K-12 districts, adult education, noncredit, credit, workforce, and economic development partners to expand and leverage pre-apprenticeship and apprenticeship resources
5. Identify and lead efforts to secure federal, state, and local grants to fund the development, implementation, and expansion of apprenticeship programs
6. Negotiate agreements, standards, rules, and regulations with employers, labor organizations, workforce and economic development agencies, and program intermediaries adhering to college policies and procedures
7. Perform other related duties as assigned

EDUCATION AND EXPERIENCE:

Graduation from an accredited four-year college or university, and three (3) years of related experience, or an equivalent combination of training and experience. Experience must include one year of supervisory and/or leadership experience. Master's degree is preferred.

SALARY, 2024/25:

\$122,456

Subject: Approve Updates to the Collective Bargaining Agreement Between the Faculty Assembly and MiraCosta Community College District to Reflect Language from MOU 22-06	Attachment: <u>District/Faculty Assembly Agreement for the Period July 1, 2022 – June 30, 2025</u>
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> Information ✓ Consent Action </div>
Institutional Goals: <u>mcc_mission_statement.pdf (miracosta.edu)</u>	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

BACKGROUND

The collective bargaining agreement between the MiraCosta Community College District and the MiraCosta College Faculty Assembly has been modified to incorporate Memorandum of Understanding (MOU) 22-06 language relating to Faculty Coordinator reassigned time and summer stipend.



STATUS

The FA CBA has been updated to reflect the 2024/25 terms from MOU 22-06, reflecting the negotiated contractual days, reduced reassigned time, and eliminated responsibility factor for faculty coordinators. The summer stipend is also now reflected for the Math Learning Center and Writing Center faculty coordinators.

The district and the Faculty Assembly have reviewed and approved the updates incorporated.

RECOMMENDATION

Approve Updates to the Collective Bargaining Agreement Between the Faculty Assembly and MiraCosta Community College District to Reflect Language from MOU 22-06, as stated above.

Subject: Approve Revised Fall 2024 Program Components for the Oceanside Unified School District CCAP Dual Enrollment Program	Attachment: Revised Fall 2024 Program Components for OUSD CCAP
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 2017, MiraCosta College established a College and Career Access Pathways (CCAP) Agreement for Dual Enrollment with Oceanside Unified School District (OUSD). A memorandum of understanding (MOU) was approved in August 2017 and remains in effect but is focused on responsibilities and general items. The individual courses agreed to each term are defined separately in the Program Components Appendix, so that courses may be updated separately from the MOU. In August 2024, the Governing Board approved course offerings for the fall 2024 academic term.

STATUS

The approved CCAP courses for fall 2024 are still in effect. However, there is a need to replace MATH 131 with MATH 126 to align with students' current math level. A revised program components appendix is being submitted for approval.

RECOMMENDATION

Approve the revised Fall 2024 Program Components for the OUSD CCAP Dual Enrollment Program.

APPENDIX
OCEANSIDE UNIFIED SCHOOL DISTRICT CCAP
FALL 2024 PROGRAM COMPONENTS

REVISED 8/29/24

Courses of Instruction: MCCD will schedule classes each semester at OUSD high schools to prepare students for college success. Students from El Camino, Oceanside, and Surfside high schools will be eligible to enroll in the course offerings listed below.

Estimated Number of Students to be Served: 459

Total Sections: 12

Fall 2024 Course Offerings									
Location	Course Name	Catalog #	Units	Days	Time	Faculty	Employer	Student Contact Hours	Enrollment Cap
<i>Online*</i>	BUS	136	3	Online	Asynch	Staff	MCCD	48-54	40
<i>Online*</i>	CHLD	105	3	Online	Asynch	Staff	MCCD	48-54	40
<i>Online*</i>	NURS	155	3	Online	Asynch	Staff	MCCD	48-54	45
CLC	CSIT	180	4	W	4:30-7:20 +Asynch	Staff	MCCD	80-90	24
OHS	MATH	131	4	M-TH	12:15- 1:45	Staff	MCCD	64-72	35
OHS	MATH	126	4	M-TH	12:15- 1:45	Staff	MCCD	64-72	35
OHS	MATH	103S	5	M-TH	1:50-3:20	Staff	MCCD	96-108	35
OHS	SOC	103	3	M/W	8:30-10	Staff	MCCD	48-54	40
OHS	BUS	132	3	T/TH	8:30-10	Staff	MCCD	48-54	40
OHS	ADM	100	3	ARR	ARR	Staff	OUSD	48-54	40
ECHS	BUS	132	3	M/W	7:50-9:20	Staff	MCCD	48-54	40
SEA	HOSP	100	3	M-TH	1:15-2:50	Staff	MCCD	48-54	40
SEA	HOSP	133	3	M-TH	1:15-2:50	Staff	MCCD	48-54	40

*If the **Days** column says *Online*, that means instruction is fully asynchronous, with no designated meeting time.

<p>Criteria used to select courses in a dual enrollment program:</p> <ul style="list-style-type: none"> • Applicability of course towards post-secondary educational goals (major and general education) • Transferability to the University of California and California State University systems • Applicability of skills in the high school environment as well as in post-secondary education • Completion of coursework in a Career Education pathway, leading to in-demand workforce skills attainment and gainful employment.

Books and Instructional Materials – The total cost of books and instructional materials for OUSD students participating as part of this CCAP Agreement will be borne by OUSD.



Course	Books and Instructional Materials	Cost per Title
--------	-----------------------------------	----------------

BUS 136	The course does not require purchasing books or instructional materials.	N/A
CHLD 105	The course does not require purchasing books or instructional materials.	N/A
NURS 155	Medical Terminology Made Incredibly Easy Author: Lippincott Williams & Wilkins Edition: 4 th Edition, 2017	\$59.99
CSIT 180	TestOut PC Pro 7.0 Lab Sim Author: TestOut	\$84.74
MATH 131	Precalculus: Pathways to Calculus: A Problem-Solving Approach Author: Carlson Edition: 9th Edition, 2022	\$113.66
MATH 126	Precalculus: Pathways to Calculus: A Problem-Solving Approach Author: Carlson Edition: 9 th Edition, 2022	\$113.66
MATH 103S	The course does not require purchasing books or instructional materials.	N/A
SOC 103	The course does not require purchasing books or instructional materials.	N/A
BUS 132	The course does not require purchasing books or instructional materials.	N/A
ADM 100	The course does not require purchasing books or instructional materials.	N/A
HOSP 100	The course does not require purchasing books or instructional materials.	N/A
HOSP 133	The course does not require purchasing books or instructional materials.	N/A

APPROVED BY: _____

Date: ____/____/20____

Dr. Sunita V. Cooke,
Superintendent/President

<p>Subject:</p> <p>Approve Grant Subcontractor Agreement with San Diego Community College District for Strong Workforce Program Labor Market Research Grant</p>	<p>Attachment:</p> <ul style="list-style-type: none"> • Grant Subcontractor Agreement #MA1702-RSWP02 • Exhibit A: Master Agreement #MA1702-RSWP02 • Exhibit B: Amendment 18 to Master Agreement • Exhibit C: MOU between San Diego and Imperial Counties Community Colleges Regional Consortium
<p>Category:</p> <p>Consent Items</p>	<p>Type of Board Consideration:</p> <p>Information <input checked="" type="checkbox"/> Consent Action</p>
<p>Institutional Goals:</p> <p>mcc_mission_statement.pdf (miracosta.edu)</p>	<p>Institutional Goal Supported:</p> <p>Goal 1 Goal 2 <input checked="" type="checkbox"/> Goal 3 Goal 4</p>
<p>Recommended:</p> <p></p> <hr/> <p>Tim Flood Assistant Superintendent/Vice President, Administrative Services</p>	<p>Approved for Consideration:</p> <p></p> <hr/> <p>Sunita V. Cooke, Ph.D. Superintendent/President</p>

BACKGROUND

MiraCosta Community College District (“District”) was awarded a grant by the San Diego and Imperial Counties Community Colleges Regional Consortium to expand capacity at the Regional Center of Excellence (“COE”) for Labor Market Research and support the research of career education and workforce programs at each of the region’s community colleges, effective March 11, 2022. The COE identified Career and Technical Education (“CTE”) research experts who had the requisite knowledge and experience to support research needs for each of the colleges. This grant subcontractor agreement will support the hiring of a CTE research expert at San Diego Community College District to support CTE research needs at San Diego City College, San Diego Mesa College, San Diego Miramar College, and San Diego College of Continuing Education and ensure that the COE and the District fulfill the obligations of the grant.

STATUS


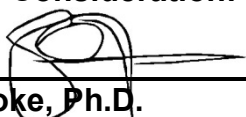
The District receives categorical Regional Strong Workforce funds to provide research services through the COE for labor market research. The District will subaward \$120,417 to San Diego Community College District for the District to meet the contract objectives outlined in contract MA1702-RSWP02 and Amendment 18 with the Foundation for the Grossmont-Cuyamaca Community College District. The term of the grant subcontractor agreement will begin upon execution of the agreement, and will end June 30, 2025, with the potential of a one-year extension upon mutual agreement.

RECOMMENDATION

Authorize the vice president of administrative services to enter into a grant subcontractor agreement with San Diego Community College District for the total contract value not to exceed \$120,417.

MIRACOSTA COMMUNITY COLLEGE DISTRICT

**Agenda Item VII.G
September 12, 2024**

<p>Subject:</p> <p>Award Contract for RFP 17-24 Digital Marketing Services to Mason Interactive, Inc.</p>	<p>Attachment:</p> <ul style="list-style-type: none"> • Agreement and Proposal • RFP Bid Documents • Bid Summary
<p>Category:</p> <p>Consent Items</p>	<p>Type of Board Consideration:</p> <p style="text-align: center;"> Information Consent Action </p>
<p>Institutional Goals:</p> <p>mcc_mission_statement.pdf (miracosta.edu)</p>	<p>Institutional Goal Supported:</p> <p style="text-align: center;"> Goal 1 Goal 2 Goal 3 Goal 4 </p>
<p>Recommended:</p> <p style="text-align: center;"></p> <hr/> <p>Tim Flood Assistant Superintendent/Vice President, Administrative Services</p>	<p>Approved for Consideration:</p> <p style="text-align: center;"></p> <hr/> <p>Sunita V. Cooke, Ph.D. Superintendent/President</p>

BACKGROUND

The Public Information Office (PIO) has a recurring and ongoing need for specialized placement of digital marketing services to support the college’s marketing and communications efforts. Historically, the college has utilized various digital marketing campaigns to increase enrollment, promote events, and expand outreach. These efforts have included social media and multimedia campaigns, media buying, and strategic ad placements. The college aims to enhance its digital presence by leveraging more advanced and targeted digital marketing strategies. Through a formal bid process, the college sought to retain a firm capable of managing digital ad placements, including programmatic display, paid search, and paid social campaigns, to optimize results and effectively reach prospective students. By focusing on digital marketing placements rather than creative services, the college intends to maintain a strong digital presence and increase enrollment, while promoting programs and events and building a stronger brand identity in the digital landscape. The selected bidder shall enter into a three-year agreement. Thereafter, the parties may extend the term of the agreement for two (2) successive one-year periods upon written agreement signed by both parties.

STATUS

RFP 17-24 Digital Marketing (RFP) was issued by the purchasing department and advertised in the San Diego Union Tribune on June 7, 2024, and June 14, 2024. The RFP documents were made available and sent out to 172 vendor firms through the district’s PlanetBids bid management portal system. Twenty-two vendors submitted electronic proposals by the

July 11, 2024, deadline via PlanetBids. An evaluation committee was organized and comprised of college PIO and purchasing personnel. All 22 vendors were deemed responsive and after review and ranking, the committee selected 7 firms to interview. The following qualified vendors who met the RFP's key criteria to provide a 30-minute interview were:

- Carnegie Dartlet
- Division D
- eDesign Interactive
- Hybrid Media
- LOCALiQ
- Mason Interactive, Inc.
- Strategies 360

Pursuant to the RFP document, the district will award a contract to a responsive and responsible vendor whose proposal is most advantageous to the district. In accordance with the district's AP6430, the contract will be awarded based on a "best value" evaluation. Based on the demonstrations, vendors' experience, including experience with higher education, expertise, and client references, the evaluation committee recommends awarding a three-year agreement, with two (2) one-year renewals to Mason Interactive, Inc. Their annual management fees scheduled for the five years are as follows:



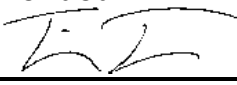
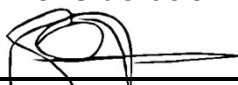
Year 1 - \$12,000
Year 2 - \$12,000
Year 3 - \$13,200
Year 4 - \$14,520
Year 5 - \$15,972

Annual ad spend is inclusive of the fees above. Annual digital purchases, to include management fees, will range from \$70,000-\$95,000.

Funding is budgeted within PIO's unrestricted general fund.

RECOMMENDATION

Authorize the director of purchasing and material management to proceed with the award of a five-year agreement for RFP 17-24, Digital Marketing to Mason, Interactive Inc. Annual purchase orders will be sent to the board for ratification.

Subject: Approve Purchase of Additional Hotspots and Broadband Internet Services for Online Learning through the Library	Attachment: T-Mobile Quote
Category: Consent Items	Type of Board Consideration: <div style="text-align: center;">  Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="text-align: center;">  Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended:  <hr/> Tim Flood Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Since 2020, the district has provided hotspots to allow students in need of quality internet service the ability to check out internet-accessible devices for remote learning. The current five-year contract for equipment and service was approved through Agenda Item VIII.V on June 23, 2022, for a not to exceed amount of \$250,000. Due to increased need, the board approved item VIII.L on August 18, 2022, for an additional \$250,000, for an increased total not to exceed amount of \$500,000. At the July 18, 2024, meeting, Agenda Item VII.L was approved for an additional \$60,000, for an increased total not to exceed amount of \$560,000 to purchase additional units.

STATUS

California Public Contract Code section 20652 allows public agencies to utilize bids awarded by other public agencies (also known as “piggyback”) obtaining the same price and the same terms and conditions as the awarding agency when the awarding agency follows the statutory criteria for competitive bidding and when the pricing and terms have proven to be in the best interest of the district. The district has identified the use of an agreement established by Sourcewell and Sprint Solutions, Inc. (Contract #080119-SPT). Note: Sprint and T-Mobile have merged and are now known as T-Mobile USA, Inc. The agreement with T-Mobile USA, Inc. allows for the purchase of hotspots and monthly broadband internet services for accredited public institutions of higher education, which will provide the lowest cost and best overall value for the district.

Due to the ongoing increase in demand for mobile hotspots for the fall semester the library currently has 100 requests for hotspots that are unable to be filled. District staff are requesting an additional 100 devices, with a purchase price of \$20,000. This results in an additional \$60,000 for the remaining contract term, with a new total contract value not to exceed \$620,000.

Funding for the additional 100 units will come from the state lottery library materials grant. Replacement equipment is provided to the college by the supplier at no cost.

RECOMMENDATION

Authorize the director of purchasing and material management to proceed with the procurement of the hotspot equipment and broadband internet services with T-Mobile USA, Inc. in accordance with the terms and conditions of Sourcewell Contract #080119-SPT, for an increased amount not to exceed \$620,000.



T-MOBILE FOR GOVERNMENT

John Lindberg

John.Lindberg1@T-Mobile.com

858.531.1800

MiraCosta College Higher Education Hotspot Quote
Ref Sourcewell Contract #080119-SPT and PA

Proposal Date: 8/28/2024
Proposal Expiration: 12/31/2024

Cellular Monthly Service Cost

Service	Qty	Data GB	Cost	Discount	Net	Regulatory Fees	Total Monthly Cost	Total Monthly Discount	Total Monthly Cost
Student Connectivity T-Mobile Unlimited Mobile Internet (MINT) HOTSPOT	100	UNL	\$ 35.00	\$ (20.00)	\$ 15.00	\$1.40	\$16.40	(\$2,000.00)	\$ 1,640.00

Hardware Cost

Equipment	Qty	Device MSRP	Cost	Discount	Net			Total Equipment Discount	Total Equipment Cost
Franklin T10 Hotspots	100	\$ 90.00	\$0.00	\$ (90.00)	\$0.00			(\$9,000.00)	\$0.00

Total Monthly Cost

	Qty			Monthly		Regulatory Fees	Total Monthly Cost	Total	12 Month Total
Total Monthly Cost	100			\$ 15.00		\$ 1.40	\$ 16.40	\$1,640.00	\$19,680.00

Program to Include:

All Hotspot device kitting and staging provided at \$0 by T-Mobile
 All Project Management provided at \$0 by T-Mobile Implementation Team (IM)
 All T-Mobile Implementation Services (IM) provided at \$0
 All T-Mobile onsite support for implementation and multi-site rollout (as needed) provided at \$0
 Taxes and Regulatory Fees are included in Proposal
 Customer online portal management tool, training, dedicated expert support person included
 Content filtering is enabled for large commercial streaming sites*
 Requires a 12 month service agreement
 Current Hotspot Device is Franklin T10 and have a 1 year manufacturers warranty
 Hotspot replacement cost for lost/stolen device is \$90
 All Hotspot devices provided are 4G Hotspots
 Hotspot use instructions can be provided for Non-English Language speakers

Confidential - Intended for MiraCosta College

Subject: Approve Purchase of Nuventive Improve Software	Attachment: CDWG Quote
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 style="width: 100%;"/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration: <hr style="width: 100%;"/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

In fiscal year 2019, the district implemented Anthology Planning and Anthology Outcomes to use for program review and student learning outcome assessment data. This contract is in its fifth and final year. In spring 2023, the Institutional Program Review Committee (IPRC) surveyed program review authors to assess the satisfaction and perceived usefulness of the program review process. Program review authors overwhelmingly indicated that the Anthology products were not easy to use, hard to navigate, and did not allow for easy collaboration with colleagues.

During the 2023/24 academic year, IPRC investigated possible replacement software for program review and planning. The committee researched platforms other California community colleges used and found that most used local home-grown products, older versions of no longer available platforms, or Nuventive Improve software. Subsequent research and review of the Nuventive Improve platform resulted in IPRC’s recommendation that the platform better meets the needs of the district’s processes.

STATUS

California Public Contract Code section 20652 allows public agencies to utilize bids awarded by other public agencies (also known as “piggyback”), obtaining the same price and the same terms and conditions as the awarding agency when the awarding agency follows the statutory criteria for competitive bidding and when the pricing and terms have proven to be in the best interest of the district. District staff have identified that the Foundation for California Community Colleges (FCCC) agreement with CDW Government, Inc. (Contract #00004442) to purchase the Nuventive Improve software which provides the lowest cost and best overall value for the district for a five-year term from September 2024 – August 2029 for a total

contract value for the software and implementation, including taxes, in the amount of \$302,378.92.

Funds are identified within Information Technology Services budget.

Description	Term	Cost
Year 1 Implementation Cost	N/A	\$ 30,000.00
Year 1 Software Cost	9/1/24 - 8/31/25	\$ 55,409.50
Year 2 Software Cost	9/1/25 - 8/31/26	\$ 55,409.50
Year 3 Software Cost	9/1/26 - 8/31/27	\$ 55,409.50
Year 4 Software Cost	9/1/27 - 8/31/28	\$ 55,409.50
Year 5 Software Cost	9/1/28 - 8/31/29	\$ 55,409.50
	Subtotal	\$ 307,047.50
	Sales Tax	\$ 25,331.42
	Grand Total	\$ 332,378.92

RECOMMENDATION

Authorize the director of purchasing and material management to proceed with the procurement of Nuventive Improve software through CDW Government Inc. in the amount of \$302,378.92, in accordance with the terms and conditions of FCCC Contract # 00004442.



Thank you for choosing CDW. We have received your quote.

Hardware Software Services IT Solutions Brands Research Hub

QUOTE CONFIRMATION

KIM SIMONDS,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
██████	8/5/2024	NUVENTIVE 5YR	██████	\$332,378.90

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
NEW ITEM Mfg. Part#: NEW-ITEM Year 1 Mfg# PREV2 Contract: Standard Pricing	1	NEW-ITEM	\$55,409.50	\$55,409.50
NEW ITEM Mfg. Part#: NEW-ITEM Year 1 Mfg# PREIMP Contract: Standard Pricing	1	NEW-ITEM	\$30,000.00	\$30,000.00
NEW ITEM Mfg. Part#: NEW-ITEM Year 2 Mfg# PREV2 Contract: Standard Pricing	1	NEW-ITEM	\$55,409.50	\$55,409.50
NEW ITEM Mfg. Part#: NEW-ITEM Year 3 Mfg# PREV2 Contract: Standard Pricing	1	NEW-ITEM	\$55,409.50	\$55,409.50
NEW ITEM Mfg. Part#: NEW-ITEM Year 4 Mfg# PREV2 Contract: Standard Pricing	1	NEW-ITEM	\$55,409.50	\$55,409.50
NEW ITEM Mfg. Part#: NEW-ITEM Year 5 Mfg# PREV2 Contract: Standard Pricing	1	NEW-ITEM	\$55,409.50	\$55,409.50

SUBTOTAL	\$307,047.50
SHIPPING	\$0.00
SALES TAX	\$25,331.40
GRAND TOTAL	\$332,378.90

PURCHASER BILLING INFO	DELIVER TO
Billing Address: MIRACOSTA COMMUNITY COLLEGE ACCTS PAYABLE 1 BARNARD DR OCEANSIDE, CA 92056-3899 Phone: (760) 757-2121 Payment Terms: NET 30 Days-Govt/Ed	Shipping Address: MIRACOSTA COMMUNITY COLLEGE KIM SIMONDS 1 BARNARD DR OCEANSIDE, CA 92056-3899 Phone: (760) 757-2121 Shipping Method: FedEx Ground (1-2 days)
	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



Sales Contact Info

Brett Bradford | (877) 508-2411 | bretbra@cdwg.com

Need Help?



My Account



Support







Call 800.800.4239

[About Us](#) | [Privacy Policy](#) | [Terms and Conditions](#)

This order is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager.

© 2024 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239

Subject: Ratify and Approve Contracts and Purchase Orders	Attachment: Contract and Purchase Order Ratification List
Category: Consent Items	Type of Board Consideration: <div style="text-align: center;">  Information Consent Action </div>
Institutional Goals: mcc.mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="text-align: 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

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 2024 = \$114,500), 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 (CUPCCAA) 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
July 23, 2024 - August 19, 2024**

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
24003637	Kelly Gee Striping	Barnard Dr. Striping (Fac)	\$46,914.30
24003512	Eugene Fitzpatrick	Electrical for Facilities Move (Fac)	\$14,500.00

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 - \$114,500			
PO #	Vendor	Description	Amount
24003402	Ellucian CampusLogic Inc	Renewal Software (ITS)	\$108,445.00
24003418	Weiland and Associates, Inc.	Maintenance Agreement (Fac)	\$107,400.00
24003674	Study Smart Tutors Inc	Contract Services (Std Svcs)	\$102,375.00
24003447	Dovetail Decision Consultants, Inc	Contract Services (Fac)	\$95,000.00
24003612	Open Biopharma Training Institute, Inc.	Student Internships (Biotech)	\$85,200.00
24003732	Kitchell	Facility Rental (fac)	\$75,000.00
24003259	George Brown College	Contract Services (CEWD)	\$58,000.00
24003684	Grand River Solutions, Inc.	Contract Services (HR)	\$51,554.40
24003210	Orkin Services of California, Inc.	Maintenance Agreement (Fac)	\$46,381.32
24003482	West Coast Consulting Group Inc	Contract Services (AS)	\$46,125.00
24003401	Transact Campus Payments Inc.	Software Renewal (ITS)	\$45,776.73
24003258	Health Services Academy, Inc	Contract Services (CEWD)	\$45,000.00
24003333	WRD Consulting, LLC	Consulting (Std Svcs)	\$45,000.00
24003517	NV5 Inc	Contract Services (Fac)	\$40,900.00
24003696	Pegasus ME Buyer, Inc	Software Renewal (ITS)	\$40,740.00
24003485	Blackhawk Network Inc.	Student Financial Aid (EOPS)	\$40,000.00
24003419	Convergint Technologies	Maintenance Agreement (Fac)	\$35,350.00
24003716	FSG, Inc.	Contract Services (Career Ed)	\$35,000.00
24003673	Acumen Enterprises Inc	Contract Services (Fin Aid)	\$30,000.00
24003382	Futures Platform Oy	Renewal Software (Bus Serv)	\$29,425.00
24003700	San Diego County Taxpayers Association	Contract Services (AS)	\$28,400.00
24003430	Window Shine Professional Services	Contract Services (Fac)	\$25,690.00
24003473	Open Biopharma Training Institute, Inc.	Contract Services (Fin Aid)	\$25,542.00
24003634	One Source Virtual	Contract Services (HR)	\$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
24003476	Open Biopharma Training Institute, Inc.	Contract Services (Fin Aid)	\$24,500.00
24003417	Cherokee Chemical Inc.	Maintenance Agreement (Fac)	\$24,000.00
24003475	Open Biopharma Training Institute, Inc.	Contract Services (Fin Aid)	\$22,276.00
24003635	Open Biopharma Training Institute, Inc.	Contract Services (Fin Aid)	\$22,276.00
24003480	Open Biopharma Training Institute, Inc.	Contract Services (Fin Aid)	\$21,979.00

24003472	Open Biopharma Training Institute, Inc.	Contract Services (Fin Aid)	\$21,710.00
24003474	Open Biopharma Training Institute, Inc.	Contract Services (Fin Aid)	\$20,322.00
24003596	Promineo Education LLC	Contract Services (TCI)	\$20,000.00
24003713	ASCM San Diego Chapter	Contract Services (IS)	\$20,000.00
24003212	Vaughn Irrigation Services Inc	Maintenance Agreement (Fac)	\$17,837.49
24003257	Black Rocket Productions LLC	Contract Services (CEWD)	\$17,000.00
24003531	Global Power Group Inc	Maintenance Agreement (Fac)	\$16,736.00
24003211	Vaughn Irrigation Services Inc	Maintenance Agreement (Fac)	\$16,550.95
24003611	Mn8 Creative, Inc/CollegeAPP	Advertising (PIO)	\$16,250.00
24003711	ProtoCall Services, Inc.	Contract Services (Health Svcs)	\$16,000.00
24003631	AudienceView Ticketing Corporation	Contract Services (Theatre)	\$15,671.00
24003389	Dekra-Lite Industries, Inc.	Contract Services (Fac)	\$15,500.00
24003366	Blackhawk Network Inc.	Student Fin Aid (CARES)	\$15,466.95
24003649	Computing Tech Industry Assoc, Inc.	Software Maintenance (Career Ed)	\$15,340.00
24003403	Daylene Michele Meuschke	Consulting (Student Services)	\$15,000.00
24003452	Open Biopharma Training Institute, Inc.	Contract Services (Fin Aid)	\$14,463.00
24003549	Megan Callen	Contract Services (Foun)	\$14,000.00
24003369	Canva US, Inc.	Equipment Software (ITS)	\$13,318.80
24003354	Modern Campus USA, Inc.	Consulting (Student Services)	\$12,075.00
24003730	Air Exhaust Company Inc	Maintenance Agreement (Fac)	\$11,671.00
24003453	Open Biopharma Training Institute, Inc.	Contract Services (Fin Aid)	\$11,646.00
24003577	Waxie Sanitary Supply	Equipment (Fac)	\$11,545.77
24003222	CulinArt Group	Blanket PO (Student Equ)	\$10,825.00
24003421	Smash My Trash Southwest California	Maintenance Agreement (Fac)	\$10,536.00
24003423	Pete's Road Service	Maintenance Agreement (Fac)	\$10,500.00
24003470	Next Gen Web Solutions	Software Renewal (Fin Aid)	\$10,320.00
24003521	Vaughn Irrigation Services Inc	Maintenance Agreement (Fac)	\$10,259.00
24002745	KNN Public Finance LLC	Contract Services (Admin Serv)	\$10,000.00
24003226	Follett Higher Education Group, LLC	Blanket PO (Std Eq)	\$10,000.00
24003735	Connect Foundation	Institutional Membership (Pres)	\$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 \$5,000 - \$9,999			
PO #	Vendor	Description	Amount
24003733	Agile Sports Technologies, Inc.	Software Maintenance Agreement (Athletics)	\$9,366.05
24003431	Pacific Coast Athletic Conference	Institutional Membership (KAHN)	\$9,178.00
24003573	Unicon, Inc.	Software Renewal (ITS)	\$9,000.00
24003330	CulinArt Group	Blanket PO (Pres)	\$8,660.00
24003496	CulinArt Group	Food (Std Sup)	\$8,635.65
24003589	Laerdal Medical Corporation	Equipment (Nurs)	\$8,532.33
24003523	BC GROUP INTERNATIONAL INC.	Equipment (TCI)	\$8,170.05
24003374	Telsco Industries	Services (Fac)	\$8,073.00
24003368	Oracle America Inc	Software Renewal (ITS)	\$7,993.36
24003235	Johnstone Supply	Equipment (CEWD)	\$7,190.70
24003207	CDW Government Inc	Fiscal Year 24 PO Renewal	\$7,092.41
24003405	Academic Senate for CCC	Institutional Membership (Pres)	\$6,832.49
24003533	CDW Government Inc	Consulting (ITS)	\$6,550.00
24003556	Allied Refrigeration Inc	Equipment Other (TCI)	\$6,548.65
24003238	Hudson Printing	Bulk Mail (CEWD)	\$6,298.52
24003479	SitelogIQ Inc	Maintenance Agreement (Fac)	\$6,135.00
24003578	Pyro- Comm Systems , Inc	Maintenance Agreement (Fac)	\$6,000.00
24003702	Supply Partner LLC	Equipment (Art)	\$5,949.36
24003489	Clear Channel Traffic S D	Advertising (PIO)	\$5,937.00
24003335	COPYMAX Inc	Printing (Adult Ed)	\$5,412.50

24003338	Costco Wholesale	Blanket PO (Adult Ed)	\$5,412.50
24003329	CulinArt Group	Blanket PO (Pres)	\$5,412.50
24003364	Costco Wholesale	Blanket PO (A&R)	\$5,412.50
24003420	Cable, Pipe & Leak Detection Inc	Maintenance Agreement (Fac)	\$5,025.00
24003491	R & W Holding Co.	Maintenance Agreement (Fac)	\$5,000.00
24003492	Fire Tech	Maintenance Agreement (Fac)	\$5,000.00
24003547	Universidad Popular	Contract Services (Std Svcs)	\$5,000.00
24003632	MedCerts, LLC	Contract Services (TCI)	\$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
24000587	Grand River Solutions, Inc.	Consulting (HR)	\$25,333.50
24003181	Carolina Biological Supply Co	Equipment instructional (Chem)	\$14,873.55
24001812	Dell Marketing L P	Student Laptops (EOPS/NextUp)	\$10,524.08
24002677	Pearson Education	Blanket PO (TCI)	\$6,495.00

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
24002804	Dreamscape Landscape & Maint Inc.	CDC Lawn Refurbishment (Fac)	\$5,603.00

Total Contract Expenditures: \$2,125,940.41
Ratify MCC purchase orders 24002745 through 24003746

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

MOUs / Grants / Instructional / Miscellaneous Agreements			
Contract #	Other Party	Description	Amount
24000111_SCON	ServareGMP	CIRM Employment Agreement	\$0.00
24000112_SCON	Open Biopharma Training Institute, Inc.	CIRM Employment Agreement	\$63,000.00
24001114_SCON	Del Mar Union School District	MOU with TCI	\$0.00
24000117_SCON	North County Health Project, Inc.	MOU for Nursing	\$272,723.00

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

Facilities Use Agreements			
Contract #	Licensee	Description	Amount
24000108_SCON	Oceanside Unified School District	Ongoing Use of CLC	0.00
24000110_SCON	San Diego Brewers Guild	2024 San Diego Craft Beer Con	0.00
24000118_SCON	Saint Constantine & Helen Greek Church	Parking Lot Rental	400.00
24000119_SCON	Oceanside Unified School District	OUSD High School Teachers Conference	0.00

**Capital Improvement Program Contract and Purchase Order Ratification List
July 23, 2024 - August 19, 2024**

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
24003348	Armstrong Cal Builders	04117 Recycle Water Project	\$935,000.00
24003347	Armstrong Cal Builders	04118 Path of Travel Upgrade	\$445,000.00
24003518	Lord Architect	04232 A/E Services	\$56,530.00
24003608	Botsford Construction Inc.	04216 Miscellaneous Library Improvements	\$15,905.00

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 written quotes, pre-existing contracts, or negotiations to maximize the district's value.

POs Greater Than \$25,000

PO #	Vendor	Description	Amount
24003206	Class Leasing, LLC	04244 One Year Lease Agreement 2736	\$267,122.72
24003319	Southland Technology	04207 Board Room AV Equipment	\$63,383.25
24003317	Southland Technology	04215 OFCI AV Equipment	\$113,970.52
24003320	CDW Government Inc.	04203 AV/IT Related Equipment	\$60,231.19
24003321	Krueger International Inc.	04202 KI Furniture	\$162,694.88
24003315	Elite Relocation Services	04205 Moving the B3000's and T200 Swing Space Trailers	\$70,730.32
24003316	Southland Technology	04207 Adm Board AV Installation	\$36,605.00
24003318	Elite Relocation Services	04203 Move Services	\$61,917.02
24003346	Parron Hall Office Interiors	04215 Agati Element Media Tables with Power	\$56,316.28
24003495	Parron Hall Office Interiors	04216 Library Furniture Add One	\$75,677.39
24003528	CDW Government Inc.	04202 Chem Bio Computer Accessories	\$33,365.16
24003529	Waxie Sanitary Supply	04202 Chem Bio Big Belly, and Anti-Graffiti Wrap	\$46,485.79
24003526	Spacesaver Intermountain	04202 Chem Bio Storage Products	\$26,653.51
24003527	Waxie Sanitary Supplies	04216 Big Belly and Anti-Graffiti Wrap	\$46,485.79
24003525	ePlus Technology Inc.	04215 New Arts Media Equipment	\$112,579.64
24003583	Parron Hall Office Interiors	04203 Student Services Furniture	\$1,044,696.95
24003585	Spacesaver Intermountain	04203 Student Services Storage	\$41,507.70
24003587	SMS Geotechnical Solutions Inc.	04116 Geotechnical Engineering Observations and Compaction Testing Services for San Elijo Accessible Path of Travel	\$29,565.00
24003586	Landscape Forms Inc.	04203 Student Services Furniture	\$106,642.75
24003691	Medical Shipment LLC.	04203 Medical Equipment for SSB	\$29,105.25
24003747	Kruger International	04203 Office Equipment and Furniture	\$759,692.40

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
24003494	Parron Hall Interiors	04202 Furniture for Chem Bio	\$17,656.64
24003584	Parron Hall Interiors	04203 Cable Management Troughs Including Delivery and Installation	\$20,361.98
24003654	CDW Government Inc.	04215 Computer System Accessories	\$15,494.61

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
24003308	Parron Hall Office Interiors	04203 Additional T&M for Furniture Delivered on Bobtail Trucks	\$8,616.70
24003310	Signs and Lucite Products Inc.	04205 Interior Classroom Signs for 3000's Swing Space Trailers	\$654.51
24003309	San Diego County Office of Education	04205 Exterior Signage for 3000's Swing Space	\$216.50
24003358	CDW Government Inc.	04203 Additional IDF Room Equipment for Student Services	\$8,502.89
24003435	National Security Works	04207 Replace Existing Exterior Push Pad On Doors 1097 and 1099	\$5,992.44
24003434	CDW Government Inc.	04203 SSB CDWG for a Credenza	\$2,939.91
24003488	Krueger Internation Inc.	04216 Furniture Add One	\$7,860.91
24003520	Parron Hall Office Interiors	04216 Library Mail Sorter, and Table Delivered and Installed	\$5,370.53
24003607	Advanced Healthstyles Fitness eqpt Inc.	04204 Mat Accessory Rack for KHAN	\$1,091.93
24003357	California Geological Survey	04119 CGS Review for Geological Hazards at San Eljijo Campus for Solar Canopy Foundations	\$4,800.00






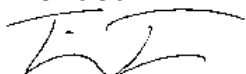

In accordance with Public Contract Code Sections 20651, 20655, 20659, Education Code Section 81656, and Board Agenda Item VIII.L (12/9/15), the following transactions were entered into and approved by the vice president, administrative services.

Change Orders			
PO #	Vendor	Description	Amount
	No Entries This Month		

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: \$4,797,423.06			
Ratify purchase orders — 2400: 3206, 3308-3310,3315-3321,3346-3348, 3357, 3358, 3434, 3435, 3488, 3494, 3495, 3518, 3520, 3525-3529, 3583, 3529, 3583-3587, 3607, 3608, 3654, 3691, 3747			

Subject: Adopt Fiscal Year 2024/25 Final Budget	Attachment: FY2024/25 Final Budget
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:  _____ Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

A final budget workshop was conducted for the Board of Trustees on September 5, 2024.

STATUS

On this date, a public hearing concerning the proposed final budget is included on the board agenda. After that hearing, the board will be asked to adopt the FY2024/25 final budget. Although the term “final budget” is used, during the course of the fiscal year, transfers are made among various accounts. Additional revenues and transfers between funds and between the major object categories require board approval; transfers within the same fund and within the same major object categories do not require board approval. Major object categories are academic salaries, classified salaries, employee benefits, supplies and other small tangibles, contracts and other intangibles, facilities and equipment, and transfers. The FY2024/25 final budget is available online at: <https://hub.miracosta.edu/boarddocs/09122024/FY25FinalBudget.pdf>

RECOMMENDATION

Adopt the FY2024/25 final budget, as presented.

Subject: Approve Amendment to Conflict of Interest Code Appendix One (Designated Filers)	Attachment: <ul style="list-style-type: none"> • Appendix One, Designated Positions • Conflict of Interest Code 				
Category: Action Items	Type of Board Consideration: <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 33%;">Information</td> <td style="text-align: center; width: 33%;">Consent</td> <td style="text-align: center; width: 33%;">Action </td> </tr> </table>	Information	Consent	Action	
Information	Consent	Action			
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 25%;"> Goal 1 </td> <td style="text-align: center; width: 25%;"> Goal 2 </td> <td style="text-align: center; width: 25%;"> Goal 3 </td> <td style="text-align: center; width: 25%;">Goal 4</td> </tr> </table>	 Goal 1	 Goal 2	 Goal 3	Goal 4
 Goal 1	 Goal 2	 Goal 3	Goal 4		
	Approved for Consideration: <div style="text-align: center;"> <hr style="width: 80%; margin: 0 auto;"/> Sunita V. Cooke, Ph.D. Superintendent/President </div>				

BACKGROUND

Government Code section 87306 states that an agency shall amend its conflict of interest code when a revision is necessitated by changed circumstances, including the creation of new positions. Amendments must be submitted to the code reviewing body (San Diego County Board of Supervisors) within ninety days after the changed circumstances necessitating the amendments have become apparent.

STATUS

The district recently changed the title of the director of labor relations and Title IX coordinator to HR Director, and changed the department name of Information Technology to Information Technology Services. The district also added three positions (Nursing Dean, Technology Career Institute Director, and Chief of Police) as designated Form 700 filers.

Appendix One of the district’s conflict of interest code establishes those positions for which an annual Form 700–Statement of Economic Interests is required. The appendix has been updated to reflect the changes referenced above.

RECOMMENDATION

Approve amendment to Conflict of Interest Code Appendix One, Designated Filers.

MIRACOSTA COMMUNITY COLLEGE DISTRICT
 ONE BARNARD DRIVE
 OCEANSIDE, CA 92056

AP 2712: CONFLICT OF INTEREST CODE

APPENDIX 1



Designated Positions	Reportable Economic Interests from Categories of Reportable Economic Interests
A. Board Members	Categories 1, 2, 3
B. Superintendent/President	Categories 1, 2, 3
C. Assistant Superintendent/Vice President, Administrative Services	Categories 1, 2, 3
D. Assistant Superintendent/Vice President, Human Resources	Categories 1, 2, 3
E. Assistant Superintendent/Vice President, Instructional Services	Categories 1, 2, 3
F. Assistant Superintendent/Vice President, Student Services	Categories 1, 2, 3
G. Vice President, Institutional Advancement	Categories 1, 2, 3
H. Other Budget Managers Dean, Admissions and Student Support Dean, Arts and International Languages Dean, Career Education Dean, Continuing and Community Education Dean, Counseling and Student Development Dean, Instructional Services Dean, Letters, Humanities, and Communication Studies Dean, Mathematics and Sciences <u>Dean, Nursing, Health and Wellness</u> Dean, Office of Research, Planning, and Institutional Effectiveness Dean, Student Affairs Director, Facilities Director, Fiscal Services Director, Labor Relations and Title IX Coordinator <u>HR</u> Director, Purchasing and Material Management <u>Director, Technology Career Institute</u> Manager, Risk Management and Safety Associate Vice President, Information Technology <u>Services</u> Chief Inclusion, Diversity, Equity, Accessibility Officer	Categories 4, 6
Chief of Police	

CONFLICT OF INTEREST CODE FOR THE MIRACOSTA COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF SAN DIEGO

The Political Reform Act, Government Code section 81000 et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regulations section 18730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 Cal. Code of Regulations section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference, and along with the attached appendix in which members and employees are designated and disclosure categories are set forth, constitute the conflict of interest code of the MiraCosta Community College District. Designated employees shall file statements of economic interests with the agency, which will make the statements available for public inspection and reproduction. (Government Code section 81008). Upon receipt of the statements of the MiraCosta Community College District Board of Trustees and chief executive officer, the agency shall make and retain a copy and forward the original of these statements to the Clerk of the Board of Supervisors. Statements for all other designated employees will be retained by the agency.

CATEGORIES OF REPORTABLE ECONOMIC INTERESTS

Category 1. All-Inclusive Reportable Investments

A designated employee in this category shall disclose all reportable investments (worth more than \$1,000):

- (a) Owned by the designated employee, his or her spouse, or dependent child.
- (b) Owned by an agent on behalf of the designated employee.
- (c) Owned by any business entity controlled by the designated employee (i.e., any business entity in which the designated employee, his or her agents, spouse, and dependent children hold more than a 50-percent ownership interest).
- (d) Owned by a trust in which the designated employee has a substantial interest (i.e., a trust in which the designated employee, his or her spouse, and dependent children have a present or future interest worth more than \$1,000).
- (e) Representing the pro rata share (worth more than \$1,000) of the designated employee, his or her spouse, and dependent children of investments of any business entity or trust in which the designated employee, his or her spouse, and dependent children own, directly or indirectly or beneficially, a 10-percent interest or greater.

Category 2. All-Inclusive Reportable Interests in Real Property

A designated employee in this category shall disclose all interests (worth more than \$1,000) in real property located within the jurisdiction if the interests are:

- (a) Held or owned by the designated employee, his or her spouse, and dependent child
- (b) The pro rata share (worth more than \$1,000) of interests in real property of any business entity or trust in which the designated employee or spouse owns, directly, indirectly, or beneficially a 10-percent interest or greater.

Category 3. All-Inclusive Reportable Income

A designated employee in this category shall disclose all income of the designated employee from any MiraCosta Community College District-related source aggregating \$250 or more (or \$25 or more in the case of gifts) during the reporting period.

Category 4. Less-Inclusive Reportable Investments

A designated employee in this category shall disclose only investments (worth more than \$1,000) in any business entity that within the last two years has contracted with or in the future foreseeably may contract with MiraCosta Community College District to provide services, supplies, machinery, or equipment:

- (a) To the MiraCosta Community College District.
- (b) Of the type utilized by the agency adopting this code and associated with the job assignment of the designated employee.

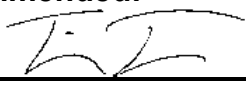

Category 5. Less-Inclusive Reportable Interests in Real Property

A designated employee in this category shall disclose all reportable interests in real property worth more than \$1,000 located in the unincorporated area of the MiraCosta Community College District, or not more than two miles outside the boundaries of the unincorporated area, or within two miles of any land owned or used by the MiraCosta Community College District.

Category 6. Less-Inclusive Reportable Income

A designated employee in this category shall disclose only that reportable income (\$250 or more during reporting period; \$25 or more in the case of gifts) that is derived from a source that within the last two years has contracted with the MiraCosta Community College District or in the future foreseeably may contract to provide services, supplies, materials, machinery, or equipment:

- (a) To the MiraCosta Community College District.
- (b) Of the type utilized by the agency adopting this code and associated with the job assignment of the designated employee.

Subject: Public Hearing: 4:30 p.m. – FY2024/25 Final Budget	Attachment: None
Category: Information	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



In accordance with the provisions of Education Code §58301, the governing board of each district shall hold a public hearing on the proposed budget for the ensuing fiscal year. The hearing may be concluded on the proposed budget when there are no requests for further hearing on file. The budget shall not be finally adopted by the governing board until after the public hearing has been held.

STATUS

Notification of dates and locations at which the proposed budget may be inspected by the public and the date, time, and location of the public hearing has been published in accordance with the applicable Education Code sections. The public hearing on the FY2024/25 final budget will commence no earlier than 4:30 p.m. and as close to 4:30 p.m. as the business of the board permits.

RECOMMENDATION

For information only.

Subject: MiraCosta Community College District Irrevocable Trust Investment Board Report	Attachment: •FY2024 Portfolio Summary Sheet •MCCD Trust Statement-Other Post- Employment Benefits (OPEB)
Category: Information	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 include 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) and to determine an actuarially determined contribution (ADC). The ADC is a target or recommended contribution to a defined benefit OPEB plan for the reporting period, determined in accordance with the parameters and in conformity with Actuarial Standards of Practice. The valuation results may also serve as the basis for complying with GASB 75 for the district’s fiscal year ending June 30, 2024.

STATUS

The MCCD Irrevocable Trust Investment Board met on August 20, 2024. The board reviewed the balanced portfolio (50 percent equity and 50 percent fixed income) and fund performance for the past fiscal year. The June 30, 2024, trust fund balance was \$35.5 million, an increase of \$3.6 million from the change in market value and income (dividends) compared to the June 2023 balance, for an 11.4 percent return on investment. The accrued funded liability for June 2024 was 137.8 percent compared to last June 2023,

at 81.8 percent. The MCCD Irrevocable Trust Investment Board recommended continuing with the balanced fund.

The Total OPEB Liability was \$25,727,349 from the GASB 75 Interim Report for period ending June 30, 2024, conducted by Nyhart.

RECOMMENDATION

For information only.

BALANCED FUND TARGET ALLOCATION, 3/31/2024

50% EQUITY / 50% FIXED INCOME



Community College League of California Aggregate

Balanced Fund | As of March 31, 2024



Asset Allocation on March 31, 2024

	Market Value \$	Allocation (%)	Target (%)
Global Equity	105,276,025.7	49.2	47.0
Natural Resources	6,428,261.5	3.0	3.0
Cash & Short-Term Bonds	3.8	0.0	0.0
Investment Grade Bonds	69,280,872.2	32.4	34.0
TIPS	16,257,778.0	7.6	8.0
High Yield Bonds	10,403,698.3	4.9	5.0
Bank Loans	6,256,044.0	2.9	3.0
Total Fund	213,902,683.5	100.0	100.0

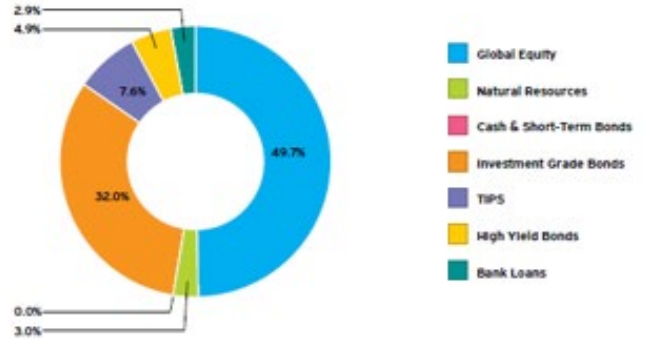
TRUST STATEMENT, ANNUAL 6/30/2024

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

6/30/2024

Change in Portfolio - Fiscal Year 2024 **Asset Allocation**

Portfolio Value on 6/30/2023	31,813,837
Contributions	-
Withdrawals	-
Change in Market Value	2,651,535
Income Received	1,022,451
Portfolio Fees	-41,039
Portfolio Value on 6/30/2024	35,446,785



Trailing Period Performance

	1 Yr (%)	3 Yr (%)	5 Yr (%)	10 Yr (%)	15 Yrs (%)	Since Inception (%)	Inception Date
Mira Costa Community College District	11.4	18	5.8	5.2	7.3	7.3	Jul-09
Policy Benchmark	10.8	17	6.0	N/A	N/A	N/A	

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 (%)	Fiscal Year 2014 (%)
Mira Costa Community College District	11.4	7.9	-12.2	20.2	4.4	5.9	7.0	9.2	-0.9	2.7	11.9
Policy Benchmark	10.8	8.2	-12.4	20.5	5.8	7.4	6.8	9.5	N/A	N/A	N/A

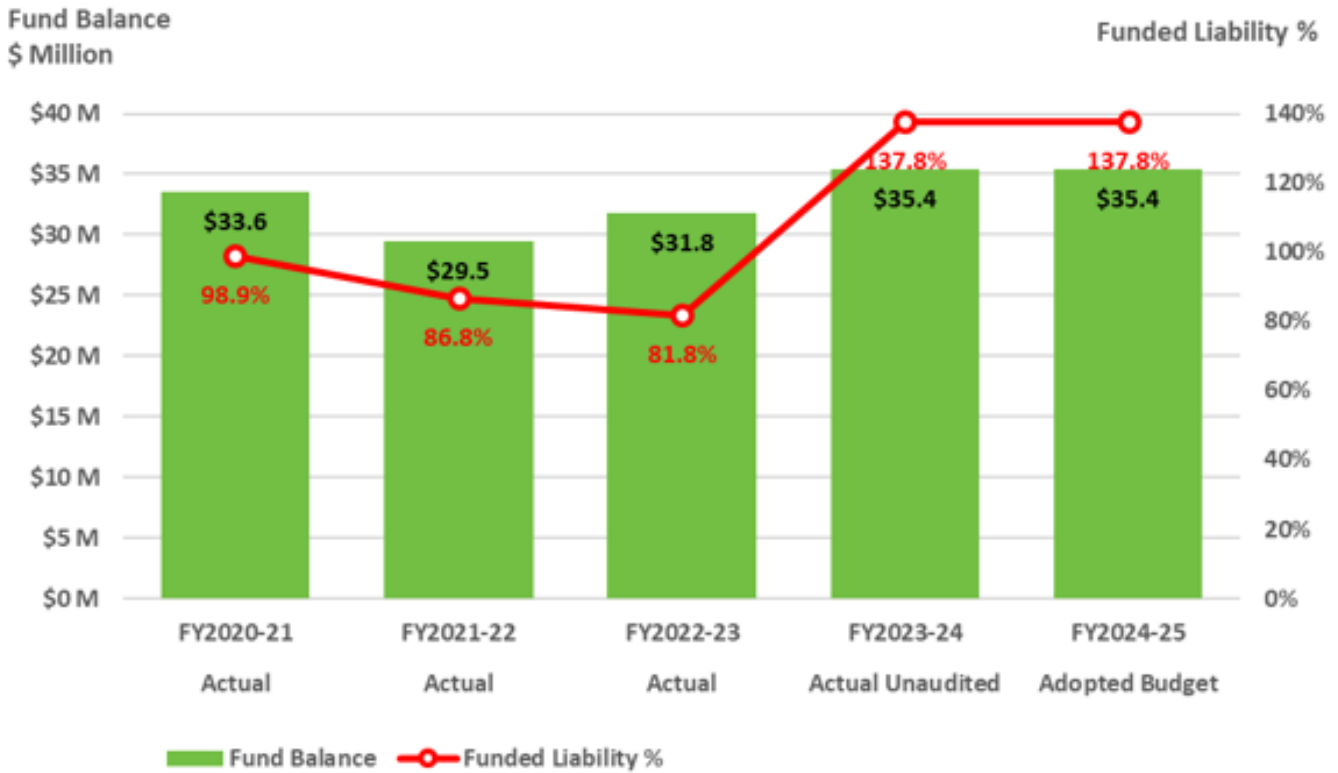
Policy Benchmark consists of 47% MSCI ACWI IMI, 1% Vanguard Spliced Global Capital Cycles Index, 1% Spliced U.S. IMI Materials 25/50, 1% Vanguard Spliced Energy Index, 34% Bloomberg Barclays Aggregate, 6% Bloomberg Barclays U.S. TIPS, 5% Bloomberg Barclays "BB" High Yield, and 3% CSFB Leveraged Loan




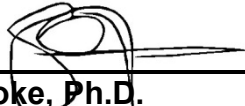
MEKETA INVESTMENT GROUP

MCCCD FUNDED LIABILITY % TREND

FUND BALANCE (ASSET VALUE) JUNE 30TH, FISCAL YEAR-END
 2023-24 FUNDED RATIO 137.8%, USING YEAR-END OPEB TRUST VALUE
 OF \$35.4M



Note: Fund Balance & Funded Liability % based on asset market value and Actuarial GASB 75 interim report, 6/30/2024, fully funded liability \$25,727,349.

Subject: Sunshine the MiraCosta Community College District Initial Proposal to the MiraCosta College Faculty Assembly	Attachment: None
Category: Information	Type of Board Consideration: ✓ Information Consent Action
Recommended:  _____ Charlie Ng Vice President, Human Resources	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The collective bargaining agreement between the district and the MiraCosta College Faculty Assembly expires on June 30, 2025.

As required by Government Code § 3547, the district’s initial proposal for a new agreement must be presented at a public meeting, the public has to be given a chance to comment on the proposal, and the Board of Trustees has to adopt the proposal at a public meeting. This process is generally done in three steps: (1) in a closed session on negotiations, what the district anticipates proposing is discussed and agreed upon; (2) at a board meeting, the district presents the initial proposal publicly to the board as an information item; and, (3) the proposal is put on the next board agenda for public comment and board approval.

STATUS

The district intends to negotiate changes in the terms and conditions of employment contained in the following articles of the agreement with the MiraCosta College Faculty Assembly for the contract period to commence on July 1, 2025.

Article B: Support for Academic Senate and Faculty Assembly Functions: Negotiate terms for reassigned time for various areas of reassigned time.

Article C: Faculty Workloads: Negotiate institutional service hours (FLEX), the academic calendar, and online class assignments. Negotiate revision to Contractual Workload Calendar, Reassigned Workloads, and Stipends. Negotiate Summer Reassign Time and remove obsolete language.


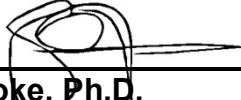
Article D: Compensation: Negotiate compensation.

Article E: Department Chairs and CTE Duties: Clarify voting procedures and criteria for the evaluation of the department chair. Negotiate reassigned time.

- Article H: Evaluation and Tenure: Negotiate evaluation, appeal procedures, and reassigned time.
- Article I: Professional Development: Negotiate memberships and international travel approval process.
- Article J: Fringe Benefits: Negotiate health and welfare benefits
- Article L: Rights, Responsibilities, and Due Process: Negotiate investigations, due process, and discipline.
- Appendix 5: Tables of Reassigned Time and Stipends: Negotiate reassigned time and stipends.

RECOMMENDATION

For information only.

Subject: Futures Update	Attachment: None
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:  _____ Sunita V. Cooke, Ph.D. Superintendent/President	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND





The district has been developing futures capacity at MiraCosta College since November 2019.

STATUS

College leadership will provide an informational update on Futures signals.

RECOMMENDATION

For information only.

Subject: Instructional Services Division Report	Attachment:
Category: College-Related Reports	Type of Board Consideration: <div style="text-align: center;">  Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="text-align: center;">  Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended:  _____ Kristina Denée Pescarmona Assistant Superintendent/Vice President, Instructional Services	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

School of Arts, International Languages and Ethnic Studies (Jonathan Fohrman, Leigh Cotnoir, Matt Falker, Lauren Greenwald, Emiko Kiyochi, Dave Massey, Olivia Quintanilla, Tracy Williams)

The theatre program’s Actors Academy and dance program’s Summer Dance Intensive both provided highly impactful and rigorous training opportunities for students and culminated in public performances in mid-July.

The Media Arts and Technologies (MAT) program was integrated into the School of Arts, International Languages and Ethnic Studies as part of the division's reorganization. This consolidation unites the college's credit arts programs and coincides with the near completion of the new Media Arts Building. This building will centralize the MAT program, the film program, and the art gallery, enhancing collaboration across the arts and creating a hub for arts students. The hub will support co-curricular activities and community-building, aligning with the college’s Guided Pathways initiative.

Faculty in the area have been busy extending their professional expertise. Every two years, the World Design Organization designates a “World Design Capital,” which “recognizes cities for their effective use of design to drive economic, social, cultural, and environmental development” [[WDO | Programmes | World Design Capital](#)]. San Diego and Tijuana were jointly designated the World Design Capital for 2024. Associate faculty in the MAT program, Professor Máximo Escobedo, served as Creative Director of the World Design Capital San Diego Tijuana 2024 brand identity. Professor of Music and Music Technology, Dan Siegel, just released his 23rd album in August.

School of Continuing and Community Education (John Makevich, Bea Aguilar, Erica Duran, Angela Senigaglia, Mariana Silva)

Community Education and Workforce Development

The Technology Career Institute (TCI) was recently awarded a \$50,000 grant from the Kaiser Foundation to help support costs for disadvantaged student populations in healthcare pathways, specifically biomedical engineering technician, emergency medical technician, and phlebotomy.

With the leadership of TCI's engineering technologies instructor Kate MacArevey-Colello, the TCI was granted a \$5,000 MiraCosta College Foundation Innovation grant. The grant funds will be used to increase enrollment for women across TCI programs, particularly engineering technologies.

Additional funds were granted to the TCI from the Copley Foundation (\$25,000) and the Judith Campbell Foundation (\$10,000). These funds will also serve to offset student costs for a variety of work skills programs.

The TCI will be participating at an upcoming national X-STEM event at the San Diego Convention Center to help promote high-tech careers to middle and high school students and to build awareness of programs and offerings.

Continuing Education (Noncredit)

The noncredit affordable housing management program has gotten the attention of Merit Capital, a major property investor in California. Merit Capital will be partnering with other community colleges in Northern California to model programs after MiraCosta.

Continuing Education has recently developed a partnership with noncredit ESL and the teachers' aide training program to provide Integrated Education and Training (IET) pathways for students. Students will work to improve their writing and speaking skills while also receiving job-specific training to prepare them for the workplace. The program currently has a partnership in place with Carlsbad Unified School District, who has committed to hiring graduates with an increase in salary upon completion of the MiraCosta certificate.

Continuing Education recently received a renewal of over \$500,000 of Workforce Innovation and Opportunity funds for the 2024/25 academic year. The funding will provide augmented support staff and instructional resources for students, such as textbooks.

Continuing Education at MiraCosta College is starting a new US Cultural Bridge Builders program where students from the Lifelong Learners courses will be paired up with and serve as a cultural bridge for students taking noncredit ESL coursework.

Instructional Services and Library (Zhenya Lindstrom, Michelle Ohnstad, Lauren McFall, Amy Paopao, Amy Pimentel)

Academic and Career Pathways (ACP) Success Teams

ACP Success Teams collaborated with Orientation and Student Support and other departments to offer the Welcome Fest programming, connecting students to campus resources, support, communities, and hands-on faculty-led ACP activities. The event served over 450 students and family members. The academic services coordinators continued case management efforts, aiding disproportionately impacted (DI) students' transition to the next semester. Outreach efforts focused on 420 first-year students who had yet to register and resulted in 30 percent of students enrolling. This fall, ACP success teams welcomed approximately 600 new DI students, bringing the total cohort to 1,441, and they are designing career exploration opportunities and other first-semester experiences.

TargetX/Salesforce Customer Relationship Management (CRM) Implementation

MiraCosta now has 210 users in TargetX; 20 new users were onboarded in the last three months. TargetX event management capability was used for RSVP and attendance tracking across 24 recent events. A new check-in system was implemented for the Learning Centers, enabling students to check in and out while allowing staff to collect usage data. The International Office was onboarded with TargetX to enhance its case management processes. TargetX also supported student recruitment and onboarding into the intentionally designed accelerated certificate and San Elijo focused cohort programs.

Dual Enrollment

CCAP and non-CCAP program enrollments continue to increase, with 1,318 total enrollments for the 2023/24 academic year. [Professional videos featuring Oceanside Unified School District \(OUSD\) students and their stories](#) have been developed in partnership with MiraCosta's Public Information Office. With the support of the initial Measure X grant from the City of Oceanside, 22 OUSD dual enrollment students were placed into paid internships, receiving college credit and gaining valuable work experience. The college was awarded another Measure X grant of \$60,000 to continue this program in 2024/25.

Guided Pathways (GP)

The Light the Fire Summer Institute was held on June 29-30 for faculty and focused on high-impact teaching and learning practices. In collaboration with the HSI leadership team, the institute engaged 40 faculty participants in identifying common challenges and obstacles in teaching and proposing solutions. At the conclusion, participants developed goals and submitted plans for improving student learning outcomes in their upcoming 2024/25 courses.

Contextualized Learning

In alignment with the Guided Pathways priorities and the ACP structure, Sociology faculty Thao Ha developed an Introduction to Sociology content contextualized for students in the Health Sciences ACP. The contextualized course integrates elements of the health professions into the sociological framework, examining how these fields intersect with and influence social structures, cultures, and individual well-being. A sociology course contextualized for Business and Technology ACP students for spring 2025 is in development. Thao Ha is currently recruiting faculty colleagues in other departments who teach general education courses with contextualization for various ACPs.

High School Articulation/Credit by Exam for High School Students

High school articulation was moved from Career Education to Instructional Services to house all early college credit programs together. During the 2023/24 academic year, 3,139 high school students met the requirements to earn MiraCosta College credit in a career education course. This number is expected to increase in 2024/25, as there are 88 articulated course agreements across nine K-12 districts, including districts outside our service area.

The Learning Centers (TLC)

In 2023/24, The Learning Centers, referred to as the TLC had approximately 4,000 unduplicated students check in to the centers at all locations (OCN, SAN, CLC, and Zoom), resulting in about 28,900 contacts. The move into the remodeled Learning Commons Building, celebrated with an open house and tours, marked a unifying transition for the Academic Support and Innovation Center (ASIC), STEM Learning Centers (STEMLC), and Writing Center (WC) into one cohesive department, the TLC. This integration has enabled the TLC to be more flexible and responsive, allowing students to utilize any space within the centers with the staff ready to provide academic support. In preparation for the semester and new operational model, coaches led training sessions for 142 student-level employees, working with 46 faculty members across disciplines. The TLC was awarded an innovation grant to

launch the "SCORE!" program, which will send tutors and writing consultants to support students in the Athletics Department.

Library

The Library collaborated to host tours of the newly renovated Learning Commons Building for over 100 employees and various student groups. Over 1,600 students were provided with technology loans in 2023/24. The pool of hotspots was increased from 500 to 600 units and students are now eligible to extend their loans. Smart lockers were installed at the San Elijo Campus, and lockers are now available at all three campuses, providing students a 24/7 option for picking up and dropping off equipment loans and other basic need items. The Library is collaborating with ASE programs to expand collections based on students' suggestions. The Library will offer workshops focused on library resources specific to each ACPs. The CLC Library has acquired Wonderbooks, all-in-one audiobooks, in support of the family and early literacy initiative by NCELS faculty. Three new online resources have been added to our [database collection](#) to support ethnic studies and other coursework at the college.

Honors Scholar Program (Denee Pescarmona, Delores Loedel)

In spring 2024, 45 students presented at the OMNI Research Conference that was held via Zoom, as well as at the Oceanside and San Elijo campuses. This group of students represented a broad spectrum of learning opportunities taking place in honors education. Every student presenter provided a live question-and-answer period at the end of their presentation.

Twelve students participated in additional conferences in California. On April 20, Honors students participated in the 24th Annual Honors Transfer Council of California's Research Conference at UC, Riverside. In May, two honors students presented at the Bay Honors Consortium Conference hosted by Stanford University. One of the students, Kenneth Pilco, is transferring to Stanford this fall.

Fourteen students achieved Certified Honors Scholar status in 2023/2024 academic year; thirty-three students completed UCLA TAP Certification requirements, with eighteen being accepted into UCLA. The acceptance rate of 55 percent provides students with the enhanced capability of transferring to UCLA. Twelve students completed UC Irvine's certification requirements.

The Honors Navigator leadership program maintains a 100 percent transfer rate and its alumni continue to achieve significant success.

Students in the program have numerous opportunities for educational, cultural, and fellowship activities throughout the year, including campus visits to UCLA, SDSU, UCSD, and UCI. Former Honors scholars and navigators continue to give back to the program and the college by making themselves available to meet with current Honors students during these campus visits.

School of Nursing, Health and Wellness (Danielle Lauria, Robert Fulbright, Alison Phinney)

Certified Nursing Assistant

The Certified Nursing Assistant (CNA) program currently has 18 enrolled students. The program boasts a 100 percent pass rate in both the skills and written state exams. For those students with post-program goal of employment, the average employment rate is 90 percent. The ongoing support from the Rupe Foundation grant has provided essential resources, such

as textbooks, workbooks, scrubs, medical devices, and coverage for state exam fees. With the final grant report for 2023/24 completed, a total of 90 students have successfully finished the program, achieving a retention rate of 97.82 percent.

Medical Administrative Professional

The Medical Assisting (MA) program has a full cohort of 20 students for the first time since the program started in 2019. They have obtained a scholarship/grant partnership with True Care Healthcare which supports students ages 16 to 26 with scholarships and externship opportunities. This fall, the MA program began offering a program prerequisite NURS 155, Basic Medical Terminology, as a dual enrollment course with Oceanside Unified School District. Thirty-four students are currently enrolled. The MA program will be offering the second program prerequisite of NURS 151 during the Spring 2025 semester. The MA students are excited to be in the new spaces in Heyden Hall.

Licensed Vocational Nursing

On August 9, the MiraCosta College Nursing and Allied Health Department held a pinning ceremony for 45 Licensed Vocational Nursing (LVN) graduates. This was comprised of 27 part-time and 18 full-time students. In June 2024, the LVN program admitted their second cohort of full-time LVN students, and in August 2024, they started a new cohort of 20 part-time students. The LVN program plans to open applications for the full-time program in March 2025.

This fall the LVN program welcomes Bobbi-Sue Bailey, a new full-time tenure track faculty, as well as three new associate faculty to help support the clinical component of the program. Lastly, the LVN program was awarded an innovation grant for a nursing retention specialist to assist and provide extra support for students.

Registered Nursing

The Registered Nursing (RN) faculty are happy to report that 100 percent of the fall 2023 graduating Associate Degree in Nursing (ADN) class passed the NextGen NCLEX-RN licensure exam. So far, the spring 2024 ADN graduates have a pass rate of 96.5 percent on the NextGen NCLEX licensure exam. Twenty-nine out of 31 students have taken the exam thus far.

This fall, the RN program welcomes Natalie Gonzales, a new full-time tenure track faculty, as well as many new associate faculty. Ensuring clinical placements in San Diego County continues to be a challenge. In response, the Nursing and Allied Health (NAAH) Department Chair Alison Phinney remains dedicated to collaborating with clinical agencies and local schools to secure placements for our nursing students. Dr. Yvette Duncan continues as a co-chair of the leadership team for the San Diego Nursing and Allied Health Consortium. This co-chair role involves working with schools and clinical agencies in San Diego County to enhance the efficiency and effectiveness of the clinical placement process and to streamline onboarding requirements for both faculty and students.

During the spring 2024 semester, NAAH Department Chair Alison Phinney and RN Director Dr. Yvette Duncan co-authored a Strong Workforce grant to secure funding for national accreditation from the Accreditation Commission for Education in Nursing (ACEN) for the RN and LVN-RN programs. This initiative is anticipated to take approximately two years.

Kinesiology, Health, and Nutrition (KHAN)

The Kinesiology, Health, and Nutrition (KHAN) Department faculty, staff and students are enjoying their new classrooms, studios, and wellness center in OC5300. Kinesiology has continued to partner with Yoga Alliance for their 200-hour and 300-hour Yoga Certifications,

which is the gold standard in the fitness industry. The KHAN department has continued to partner with the National Academy of Sports Medicine (NASM) for Personal Fitness Trainer Certification. NASM is the gold standard in the Fitness Industry. Students can sit for the NASM - Certified Personal Trainer (CPT) exam at a discounted rate due to the NASM partnership. KHAN has also continued to offer the Fitness Nutrition Specialist Certification.

School of Humanities, Communication Studies, and Mathematics (Russell Waldon J.D., Mary Gross, Jade Hidle, Isabel Luengo, Tyrone Nagai, Anthony Ongyod, Leila Safaralian)

The school's work continues to meet the goals of AB 1705 to improve student success in Letters, Transfer; Letters, Pre-transfer; and English as a Second Language departments, including working collaboratively with the Writing Centers to utilize embedded tutoring. On July 1, 2024, the Math department joined the School of Humanities and Communication Studies and its AB 1705 work continues. All departments have submitted plans to improve outcomes and reduce disproportionate impact for historically marginalized populations by increasing student learning supports and creating impactful professional development opportunities for faculty.

Letters, Pre-Transfer

Letters, Pre-Transfer continues to serve students through the Highly Supported English (HSE) program that offers co-requisite support for students attempting to complete ENGL 100 in their first year. Specially designated HSE co-requisite sections are now offered on an ongoing basis for students from multilingual backgrounds and students in the Transitions Scholars program.

Letters, Transfer

The Letters, Transfer department continues to collaborate with the Student Equity department to support Academic Success and Equity (ASE) programs, including Puente, Mana, Umoja, and Transitions, by creating an inclusive and equitable learning environment for historically marginalized groups. It does so by designing culturally sustaining curriculum in English 100 (Composition and Reading) and 201 (Critical Thinking, Composition, and Literature) courses, partnering with campus and community resources, and offering students empowering opportunities for personal growth and professional development, from campus community-building events to conferences and field trips spanning from New York to Hawai'i. This year, our Mana scholars have been personally invited to present again at the Association for Social Anthropology in Oceania (ASAO) Conference, which will be held in Fiji.

Mathematics

As part of the AB1705 legislative work, the Math department has focused on offering embedded tutoring, expanding pedagogical meetings for all math faculty, hosting regional meetings with educational partners, updating math placement policies, collaborating with local high school Math and Counseling departments, engaging in data validation and collaborating with RPIE, reviewing current literature on math education, and developing Math 150 (Calculus and Analytic Geometry 1) support.

School of Natural and Social Sciences; Learning Centers (Dr. Mike Fino, Suzie Bailey, Robert Bond, Lisa Fast, Bruce Hoskins, Dominique Ingato, Barbara Juncosa, Paul Katson, Kent McCorkle, Erika Peters, John Phillips, Steve Isachsen, Jessica Perez-Corona, Terri Quenzer, Theresa Romano, Keau Wong)

Biotechnology

The sixth cohort of MiraCosta College Biomanufacturing Bachelor's Degree students graduated in May 2024. The vast majority are currently employed in the industry, and several

were accepted into master's degree programs in biotechnology and biopharmaceutical process engineering. A total of ten recent graduates will start master's degree programs this fall. These graduates will seek to join five of our alumni who have received master's degrees from CSU, San Marcos and two from UCSD.

The annual Biotech Alumnight event will take place on September 20 from 5:30-7 pm. All are invited to join the Biotechnology department faculty, staff, alumni, current students, and industry partners for an evening of networking. Immediately following the event, from 7-8 pm, tours of the new Biotech/Chem Building will be offered.

Chemistry

The Chemistry department is increasing relevancy to their curriculum through project-based learning in the laboratory. Rather than a series of independent lab experiments, students in some courses are now completing multi-week lab projects that contextualize chemistry with real world applications. After the successful rollout of the seawater analysis lab project in CHEM 151, the chemistry faculty moved on to CHEM 140. After much research, faculty decided to focus the lab project on enology (winemaking). Students learn about winemaking, prepare their own wine, and monitor the fermentation process over several weeks, before racking the wine and bottling it. Over the course of the project, students learn laboratory techniques, chemical concepts such as temperature, pH concentration, statistical analysis, and graphing data. The project culminates with each group presenting their data in a poster format, emulating the research presentations common at conferences. Two sections beta tested the project in spring 2024, and it's now offered live via on-campus sections for fall 2024. Due to age restrictions and potential contamination, no tasting of the student vintages is allowed.

MESA Program

This summer, the MESA program was able to select 12 MiraCosta College students to participate in a Space Grant project, funded through NASA. Eight of the student participants were MESA students. Recruitment efforts over summer have yielded 17 new participants. We expect to have 40-50 MESA participants as of fall 2024. We invite folks to visit the new MESA Center, which is located in the new Learning Commons Building on the Oceanside Campus.

Bioscience Workforce Development HUB

In October 2023, the National Science Foundation (NSF) Experiential Learning for Emerging and Novel Regional Biomanufacturing Work-Based Learning (WBL) Project grant was awarded to MiraCosta College. From June through August 2024, the project team placed the first cohort of 18 historically marginalized students from four community colleges (*MiraCosta, San Diego Miramar, Los Angeles Pierce, and Ohlone*) into 10-week, 400-hr industry internships with seven (7) companies in the state. In August 2024, a second cohort of six MiraCosta students were placed in part-time, 400-hr internships at two companies beginning. The NSF ExLENT grant provides each student with a \$10,000 scholarship in addition to the industry Work Based Learning (WBL) experience.

MiraCosta was also awarded the NSF Advanced Technological Education (ATE) Expanding Hands-On Biotech and Biomanufacturing Experience for Diverse Student Populations grant. A two-day, hands-on workshop is scheduled for October 11-12. This workshop will train California community college biotech faculty to incorporate a biomanufacturing experience into their curricula that requires skills needed in industry such as Quality, Good Manufacturing Practices, and documentation. Lab kits produced by college students are then distributed to high schools for use in biotech labs.

MiraCosta is a sub-awardee of InnovATEBIO, the five-year National NSF ATE Biotechnology Education Center Grant awarded to Austin Community College in August 2024, with the Executive Director of the Bioscience WD Hub serving as a Co-PI.

The HUB has received numerous grants, including five apprenticeship and pre-apprenticeship grants from the California Community College Chancellor's Office (CCCCO). These grants, totaling more than \$4 million provide hands-on training opportunities for students in the fields of food safety, regenerative medicine, and medical laboratory technology. Over 230 students have been placed into registered pre-apprenticeship programs and more than 65 students have now been placed in registered apprenticeship programs in biotechnology and food safety industry sectors.

The CIRM COMPASS grant has serviced 16 scholars for work-based learning programs at multiple host laboratories (Open Biopharma, ServareGMP, Allele Biotechnology, Calidi Biotherapeutics), as well as formalized leadership training through the Biocom California Institute Life Sciences Fellowship Program.

The Strada Employer and Community College Partnership (ECCP) grant has supported work-based learning infrastructure with the college's partners at Open Biopharma Research and Training Institute, Stanford's Laboratory for Cell and Gene Medicine, and Calidi Biotherapeutics. The grant currently supports work-based learning job placement for MiraCosta Biomanufacturing students and alumni. Over 18 MiraCosta student Work Based Learning positions have been supported through the grant for California Division of Apprenticeship Standards registered pre-apprenticeships transitioning into state registered apprenticeships.

School of Career Education; San Elijo Campus (Dr. Al Taccone, Paul Clarke, Claudia Flores, Ruben Gomez, Steve Isachsen, Nate Scharff, Catherine Walker)

San Elijo Campus

The new student-centered schedule pilot implemented for fall 2024 has improved enrollment and enrollment management with a 13 percent increase in fall 2024 enrollments as compared to fall 2023. The eight-week cohorts have expanded from business administration and communication studies to include psychology. Course offerings have also expanded to include computer science with a goal of introducing artificial intelligence and cybersecurity programs to the San Elijo Campus.

The San Elijo Campus continues to host the Encinitas Chamber of Commerce Rising Star event, the Cardiff Farmers Market on Saturdays, and Dia de los Muertos event in fall 2024.

Child Development

The Child Development department's successful partnership with the Child Care Providers United (CCPU) Training Fund has resulted in the cohort of students taking coursework offered 100 percent in Spanish and has doubled since spring 2024.

Child Development program courses continue to be over-subscribed as students take advantage of coursework in the pathway to be a Transitional Kindergarten (TK) Teacher. All MiraCosta College Child Development courses meet the requirements to fulfill these 24 units.

Small Business Development Center

The Small Business Development Center (SBDC) is pleased to share this recent success story: <https://sdivsbdc.org/portfolio-items/makesafe-tools/>.

A summary of accomplishments for October 2023 through August 2024 includes:

- 204 New Business Starts
- 16,905 Jobs Supported
- \$198,212,731 Capital Infusion
- \$33,139,500 Government Contracts Awarded
- 5,399 Small Businesses Counseled
- 18,018 Hours of Counseling
- 5,399 Small Businesses Served
- 864 Training Events

Career Education Grants, Programs and Services (Benjamin Gamboa, Donna Davis, Nina Lovejoy)

MiraCosta is leading California and the country in the ability to track students' participation and success in work-based learning. In the 2023/24 academic year, 13,757 students participated in work-based learning activities across the college, a higher percentage of students than any other community college in the country. Moreover, our data shows that work-based learning is closing equity gaps and increasing course success rates across all ethnic and racial groups.

Additionally, MiraCosta improved its participation in the regional K-16 collaborative internship program that provides paid work-based learning to high school, community college, and university students across the region. Faculty spent the last year deepening their relationships with local employers, and MiraCosta students shined in this round of internships with a total of 12 students selected for paid internships in computer science, business administration, entrepreneurship, supply chain management, and social media for business.

The college completed implementation of a new student-centered credit for prior learning petition process. The process is embedded within SURF, so faculty and counselors can easily work with students, assess their learning, and post their earned credit within a single system which maximizes student access, success, and completion while minimizing workload for faculty, classified professionals, and students.

Career Studies and Services

Supported by a regional Strong Workforce grant and a diverse college-wide team of faculty, classified professionals, and administrators, the Career Studies and Services department completed a draft Career Services Strategic Plan. The team included faculty, administrators, and staff from various departments, including Academic and Career Pathways success teams, the Community Learning Center, and the Technology Career Institute. The draft plan is informed by a comprehensive self-assessment using the National Association of Colleges and Employers' Professional Standards for College and University Career Services. The plan includes alignment to the college's Student Equity Plan and other key institutional planning documents.