



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING

AUGUST 15, 2024
(APPROVED SEPTEMBER 12, 2024)

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 Lundy, 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 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, 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