



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

**REGULAR MEETING
4 P.M. – THURSDAY – JULY 18, 2024
COMMUNITY ROOM – COMMUNITY LEARNING CENTER (CLC-127)
1831 MISSION AVENUE – OCEANSIDE, CA**

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 June 13, 2024
- B. Workshop of June 13, 2024
- C. Regular Business Meeting of June 20, 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. Credit for Prior Learning (CPL) Update
- B. Sense of Belonging Survey Update for Students

VII. CONSENT ITEMS

- A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions
- B. Approve Classification of New Position and Job Description for Career Education Grants Coordinator
- C. Ratify Memorandum of Understanding 24-02 with Academic Associate Faculty
- D. Ratify Memorandum of Understanding 24-03 with Academic Associate Faculty
- E. Approve Updates and Modifications of the Collective Bargaining Agreement Between the MiraCosta Community College District and the MiraCosta College Faculty Assembly
- F. Approve Reclassification of Existing Positions
- G. Approve African Diaspora Education Summit attendance in Ghana, Africa – Fall 2024
- H. Approve Superintendent/President Sabbatical Leave Request
- I. Approve Amendment Three (3) with Gensler for District's Facilities Master Plan
- J. Approve FF&E for the Oceanside Campus New Media Arts Building Project
- K. Approve Agreement with Dovetail for Fixtures, Furniture & Equipment Coordination Services for B4500 Renovation
- L. Approve Additional Purchase of Hotspots and Broadband Internet Services for Online Learning
- M. Approve Purchase of VMWare Virtualization Technology
- N. Approve Annual Military Equipment Report
- O. Ratify and Approve Contracts and Purchase Orders

VIII. ACTION ITEMS

- A. Adopt Resolution No. 1-24/25 – Excuse Board Member Absence

IX. SECOND READ – BOARD POLICIES (Action Required)

- A. Board Policy 4025B BP – Philosophy and Criteria for Baccalaureate Degree and General Education
- B. Board Policy 4100B BP – Graduation Requirements for Baccalaureate Degree and General Education
- C. Board Policy 4100C BP – Graduation Requirements for Adult High School Diploma and Noncredit Certificates

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 MEETINGS

**4 p.m. – August 15, 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

**JUNE 13, 2024
(DRAFT)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in closed session on Thursday, June 13, 2024, in Room 204 at the Community Learning Center. President Rick Cassar called the meeting to order at 3 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

Rick Cassar

Anna Pedroza

Raye Clendening

Jacqueline Simon

Heather Conklin

George McNeil

Board members absent:

Frank Merchat

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 3 p.m., the board announced the need to enter closed session, along with Superintendent/President Cooke and Assistant Superintendent/Vice President 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: 1

(Pursuant to Government Code section 54957)

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

At 3:52 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: 1

(Pursuant to Government Code section 54957)

No report.

VI. ADJOURNMENT

The meeting adjourned at 3:52 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 / WORKSHOP

**JUNE 13, 2024
(DRAFT)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in a regular meeting/workshop on Thursday, June 13, 2024, in the Community Room at the Community Learning Center in Oceanside. President Cassar called the meeting to order at 4:05 p.m.

II. FLAG SALUTE / ROLL CALL

Board members present:

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

Trustees not present:
Frank Merchat

Administrators present:
Superintendent/President Sunny Cooke
Assistant Superintendent/Vice President Charlie Ng
Assistant Superintendent/Vice President Denée Pescarmona
Assistant Superintendent/Vice President Tim Flood
Assistant Superintendent/Vice President Alketa Wojcik

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

None.

IV. CHANGES IN AGENDA ORDER

None.

V. WORKSHOP

A. Career Education Program Update

Associate Dean Benjamin Gamboa provided the board with an update to the Center of Excellence's 2018 wage data presentation, including updated data on what constitutes a living wage in North County in 2024. The presentation also included a follow-up on the three programs showcased this year, highlighting existing labor market demand and wage data as they relate to entry-level skills in these areas and the education requirements for upskilled jobs in these professions. Also covered was the way in which

current wage data is used to inform career education pathway development and program improvement.

The middle-skills job living wage in 2017 was \$22.10, and in 2023 this wage was \$30.19, a 36.6 percent increase. Requiring an education of up to a bachelors degree, these middle-skills jobs now make up 38 percent of the jobs in San Diego County. Additionally, the real cost to live in San Diego County is \$110,988 for a household, as compared to the Oceanside household income of \$81,364, leaving a need to increase our local household incomes by 36.4 percent. Disproportionately impacted groups were reviewed, and it was noted that single mothers are among those that exist most below (by 73 percent) the real cost measure.

Associate Dean Gamboa reviewed ways in which the wage information plays out in Career Education programs, and he shared how MiraCosta faculty are digging into the data and exploring ways to reach recommended wage targets. Computer science programs, for example, are redesigned into stackable credentials funneling students into software engineering. In Computer Studies and Information Technology programs, pathways to AI and cybersecurity are emphasized, while entry-level IT occupations are being reorganized. Child Development has created multiple entry and exit points, allowing students to be employed with clear points to return for additional education and growth. In addition, relationships are being developed with community partners to determine industry needs, so we can ensure students are earning certificates that serve the needs of employers, and so students don't get "stuck" as they continue their stackable credentials. This work with partners has led to internships for some of our students, as well as employment opportunities. Furthermore, board members can support these efforts as they engage in conversations with employers in the community as part of their trustee role.

B. Tentative Budget Workshop

Assistant Superintendent/Vice President of Administrative Services Tim Flood provided an overview of the FY2025 tentative budget, and he thanked MiraCostans for their hard work in balancing the budget.

Flood presented a balanced budget for the upcoming fiscal year, and he noted that property tax revenues for 2023/24 came in at 5.64 percent, a decrease from the earlier 6.42 percent projection. The board looked back at budget directives and priorities for FY2023/24 and reviewed board directives and priorities for FY2024/25.

Flood shared how fraudulent enrollments have increased, which impacts us as we lose tuition revenue and would have to pay back any financial aid that was awarded. In summer alone, 3,800 fraudulent enrollments have been de-registered, a time-consuming, but necessary undertaking.

Flood reviewed the Governor's May Revise for FY2023/24, which is what the district uses to forecast and build its tentative budget, and he reported there is a \$46.1B shortfall overall statewide. He reviewed legislative recommended changes, and he shared the draft board budget directives, noting that a number of things will continue to be monitored.

The cost of CalSTERS and CalPERS continues to increase, however, these costs are anticipated to level out over the next several years.

Board members asked questions and provided input in preparation for being asked to approve the tentative budget on June 20, 2024. The final budget workshop will be held on September 5, 2024. Adoption of the final budget is scheduled for September 12, 2024.

C. Facilities Updates and Five-Year Facilities Plan

Assistant Superintendent/Vice President of Administrative Services Tim Flood, as well as Facilities Director Tom Macias and Kitchell Project Manager Ed DeJani, provided an overview of the Five-Year Capital Construction Plan. Flood reminded trustees of the Capital Improvement Program core values that are considered for all projects to ensure that needs and ethical values of the board are met. He reviewed the work completed over the last six months and what is coming over the next six months. Of the 42 projects, 17 are active, 22 have been completed, and 3 have not yet started.

Facilities Director Tom Macias provided an overview of the projects at the Community Learning Center. A solar project is the one remaining project and is currently in the design phase.

Eleven of the 14 projects slated for the San Elijo Campus are completed. Macias noted the project involving recycled water from the Olivenhain Water District, as well as the installation of an ADA compliant path of travel (required by DSA) from Manchester to the campus, and a solar project are the only projects remaining at the San Elijo Campus.

Ed Dajani provided an overview of the Oceanside Campus and noted that 4 projects are completed out of the 20 total projects. Over the last six months, construction was completed on the Health and Wellness project phase 3. The Learning Commons is now open, and students are already actively using and enjoying the space.

Work planned for the next six months includes the campus power loop replacement project and the pedestrian bridge replacement project. Pending DSA approval, bridge construction is expected to begin by the end of this year, with a completion date anticipated for early next year. The Student Services Building has been the most challenging project so far, however, completion is anticipated for early fall. The Chem/Bio Building also has an expected completion date in fall with a move-in anticipated during the winter break, and completion of the Media Arts Complex is anticipated during the winter break. Additionally, swing space construction has begun for the 3000 Building series, which is currently in DSA review, and the renovation of Building 4500 Science and Design is under design.

Board members asked questions and provided input in anticipation of being asked to approve the five-year plan before the submission to the Chancellor's Office.

VI. ADJOURNMENT

The meeting adjourned at 5:54 p.m.

MINUTES APPROVAL:

Rick Cassar
Vice President

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



MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING

**JUNE 20, 2024
(DRAFT)**

I. CALL TO ORDER

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, June 20, 2024, in the Community Room at the Community Learning Center in Oceanside. 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

Anna Pedroza

Jackie Simon

Rahime Demirci (Student Trustee)

Board members not present:

Frank Merchat

Administrators present:

Superintendent/President Cooke

Assistant Superintendent/Vice President Tim Flood

Assistant Superintendent/Vice President Denée Pescarmona

Assistant Superintendent/Vice President Alketa Wojcik

III. OATH OF OFFICE

A. 2024/25 Student Trustee – Rahime Demirci

2024/25 Associated Student Government President – Edrei Padilla

Dr. Cooke administered the oath of office to Rahime Demirci, the 2024/25 student trustee, and Edrei Padilla, the 2024/25, the Associated Student Government president.

IV. APPROVE MEETING MINUTES

A. Workshop of May 9, 2024

B. Special Meeting/Closed Session of May 16, 2024

C. Regular Business Meeting of May 16, 2024

By motion of Trustee McNeil, seconded by Trustee Simon, the board approved the minutes of the workshop of May 9, 2024.

Vote: 5/0/1

Aye: Cassar, Clendening, Conklin, McNeil, Simon

Abstentions: Pedroza

Absent: Merchat

By motion of Trustee Conklin, seconded by Trustee McNeil, the board approved the minutes of the special meeting/closed session and regular business meeting of May 16, 2024.

Vote: 6/0/0

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

Abstentions: None

Absent: Merchat

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

None.

VI. CHANGES IN AGENDA ORDER

None.

VII. PRESENTATIONS

A. Student Success and Equity Metrics Update

Dean Chris Tarman presented the most recent metrics and trends from the ACCJC Institution-Set Standards and the leading indicators for the first term of the college's first-time-in-college cohorts in the Guided Pathways dashboard.

The ACCJC Institution-Set Standards, which are currently raw numbers, will be changing in the upcoming year to percentage rates. This will help to provide clarity by controlling for the overall enrollment numbers. For example, overall completion rates within three years have gone up seven percentage points since 2015; however, the number of students earning degrees has declined during the same period due to enrollment decline.

Dean Tarman noted a decline in numbers due to the effects of Covid in the fall 2020 cohort. Overall, however, positive trends are emerging in the leading indicators now. Completed matriculations in the first term are now higher than pre-Covid, with no disproportionate impact by race/ethnicity. Students who attempted 12 or more units in the first term (i.e., full-time status) account for two-thirds of students, slightly higher than pre-Covid, with just over half of those students completing the full 12 units.

The percentage of first-time-in-college students that did not complete any units in their first semester rose sharply during Covid, however, this percentage has been declining in the last two cohorts. It was noted that many of the college's early interventions, like Guided Pathways, student success teams, and Foundation emergency grants, are designed to support students earlier than in the past, with the goal of reaching them before grades are posted. It was noted that 70-80 percent of non-completing students cite family or personal reasons for their withdrawal from their classes. Completing at least one class, however, greatly increases a student's odds of coming back for more classes. All leading indicators are improving, and based on these trends, Dean Tarman expects lagging indicators (i.e., degree or certificate attainment and transfers to universities) to also increase in the future.

VIII. CONSENT ITEMS

A. Ratify Recommendations of Superintendent/President in Approving Personnel Actions

- B. Approve Employment Contract for Dean of Admissions and Student Support
- C. Approve Salary Schedule and Employment Contracts for Professional Experts
- D. Approve Employment Contracts for MiraCosta Community College District Academic Administrator Association Members
- E. Approve Personal Services Contract
- F. Approve Personal Services Contract
- G. Approve Reclassification of Existing Positions
- H. Approve Reorganization of Police and Campus Safety and Athletics
- I. Ratify Memorandum of Understanding 24-07 with Faculty Assembly
- J. Approve Additional Summer 2024 Program Components Appendix for the Oceanside Unified School District CCAP Dual Enrollment Program
- K. Approve Out-of-Country Travel – Eric Bishop
- L. Approve Out-of-Country Travel – Ruben Gomez and Rick White
- M. Approve Out-of-Country Travel – Sunny Cooke and Mike Fino
- N. Approve The American Institute for Foreign Study (AIFS) Faculty-Led Study Abroad to Florence, Italy – Summer 2025
- O. Approve Southern California Foothills Consortium Memorandum of Understanding – Fall 2024 Semester
- P. Approve Legal Services
- Q. Approve FY2026-30 Five-Year Capital Construction Plan
- R. Approve Microsoft Volume Licensing Software and Campus Agreement
- S. Approve Purchase of Proofpoint Email and Cloud Security Protection Bundle
- T. Approve Annual United States Postal Service Usage and Cost
- U. Approve FF&E Purchase for OCN New Chemistry Biotechnology Building
- V. Approve FY2025 Tentative Budget
- W. Ratify and Approve Contracts and Purchase Orders

By motion of Trustee McNeil, seconded by Trustee Simon, consent items A-W were approved.

Vote: 6/0/0
 Aye: Cassar, Clendening, Conklin, McNeil, Pedroza, Simon
 Abstentions: None
 Absent: Merchat

IX. ACTION ITEMS

A. Approve Employment Contract for Superintendent/President

By motion of Trustee Pedroza, seconded by Trustee Clendening, the board approved the employment contract as presented.

Vote: 6/0/0
 Aye: Cassar, Clendening, Conklin, McNeil, Pedroza, Simon
 Abstentions: None
 Absent: Merchat

B. Approve Employment Contracts for Assistant Superintendents/Vice Presidents, Vice President, Associate Vice President, and Chief Inclusion, Diversity, Equity, Accessibility Officer

By motion of Trustee McNeil, seconded by Trustee Pedroza, the board approved the employment contracts as presented.

Vote: 6/0/0
Aye: Cassar, Clendening, Conklin, McNeil, Pedroza, Simon
Abstentions: None
Absent: Merchat

C. Adopt Resolution No. 19-23/24 – Excuse Board Member Absence

By motion of Trustee Clendening, seconded by Trustee McNeil, the board adopted Resolution No. 19-23/24.

Vote: 6/0/0
Aye: Cassar, Clendening, Conklin, McNeil, Pedroza, Simon
Abstentions: None
Absent: Merchat

**D. Award and Execute Construction Services Contracts for Bid No. MM24-003
Project A Recycled Water Installation Project and Project B ADA Path of Travel
Project at (SAN)**

By motion of Trustee Conklin, seconded by Trustee McNeil, the board approved the award and execution of construction services contracts for Bid No. MM24-003 as presented.

Vote: 6/0/0
Aye: Cassar, Clendening, Conklin, McNeil, Pedroza, Simon
Abstentions: None
Absent: Merchat

**E. Approve Extension of Lease Agreement with Class Leasing LLC for Oceanside
Campus – Temporary Facilities**

By motion of Trustee McNeil, seconded by Trustee Simon, the board approved the lease agreement extension with Class Leasing LLC as presented.

Vote: 6/0/0
Aye: Cassar, Clendening, Conklin, McNeil, Pedroza, Simon
Abstentions: None
Absent: Merchat

X. SECOND READ – BOARD POLICIES (Action Required)

A. Board Policy 4020 – Programs, Curriculum, and Course Development

By motion of Trustee McNeil, seconded by Trustee Simon, the board adopted Board Policy 4020 as presented.

Vote: 6/0/0
Aye: Cassar, Clendening, Conklin, McNeil, Pedroza, Simon
Abstentions: None
Absent: Merchat

XI. PERIODIC REVIEW – BOARD POLICIES (Action Required)

A. Board Policy 4010 BP – Academic Calendar

By motion of Trustee Clendening, seconded by Trustee McNeil, the board adopted Board Policy 4010 as presented.

Vote: 6/0/0
Aye: Cassar, Clendening, Conklin, McNeil, Pedroza, Simon
Abstentions: None
Absent: Merchat

XII. FIRST READ – BOARD POLICIES

- A. Board Policy 4025B BP – Philosophy and Criteria for Baccalaureate Degree and General Education**
- B. Board Policy 4100B BP – Graduation Requirements for Baccalaureate Degree and General Education**
- C. Board Policy 4100C BP – Graduation Requirements for Adult High School Diploma and Noncredit Certificates**

Board Policies 4025B, 4100B, and 4100C were reviewed and discussed, and the policies will be placed on a future agenda for adoption.

XIII. INFORMATION

A. 2024/25 Board Goals

The 2024/25 board goals were provided for information.

B. Annual Legal Services

The annual legal services were provided for information.

XIV. COLLEGE-RELATED REPORTS

A. Trustees Activities

Trustees actively participated in various end-of-year activities, including the Black Graduation, Latinx Graduation, and Mana celebrations, as well as the Biomanufacturing Graduation, Nursing Pinning Ceremony, Adult High School Graduation, and the Commencement on May 24.

Trustee Conklin participated in Community Pride by the Beach, San Elijo Pride Flag Raising ceremony, Juneteenth celebrations, and the MLK scholarship dinner.

Trustees Simon and Pedroza attended the reception for Author Luis Valdez. Additionally, Trustees Pedroza and McNeil attended the Latino Book and Family Festival. Trustee Pedroza also attended the Hispanic Network breakfast at the San Elijo Campus.

Trustee Clendening engaged with the North County NAACP at the Vista Strawberry Festival and participated in an event with Congressmember Levin. Clendening also served on a panel with Vice Presidents Pescarmona and Ng at the Oceanside Leadership Academy, attended a Chamber Resilient Entrepreneur program, and attended Supervisor Desmond's State of North County. Trustee Clendening praised the recent publication of "Transforming Lives," produced by the Office of Advancement, and emphasized the importance of sharing the MiraCosta College story.

Trustee Cassar attended the Board Facility Liaison meeting, a SDICCCA meeting, and several farmers markets at the San Elijo Campus.

B. Students

New Student Trustee Rahime Demirci introduced herself, a second year MiraCosta student, who moved to U.S. from Hungary and previously lived in Turkey.

C. Classified Employees

Classified Senate (CS) President Omar Jimenez reported CS will hold professional development sessions this summer focused on caring campus. This is a movement to connect all classified professionals with their important roles in support of students and student success.

D. Faculty

Academic Senate President Curry Mitchell was attending a state conference and unable to attend the board meeting.

E. Assistant Superintendents/Vice Presidents

1. Instructional Services

Assistant Superintendent/Vice President Pescarmona reported summer enrollment is up significantly (7 percent in headcount/9 percent in FTES), which is welcomed news and marks the highest summer enrollment in over 10 years. Overall, classes are at an 85 percent fill rate, with online classes at a 90 percent fill rate. This is despite dropping 3,900 fraudulent enrollments. Fall enrollment is up as well, though it is still early in the enrollment period.

“Dancing at Dusk” on the tennis courts on the Oceanside Campus tennis courts is scheduled for July 10-11, and 43 students are participating in the Actor’s Academy.

As a result of legislation, six courses will be assigned common course numbers. As this effort expands, it will involve extensive work on department chairs, which will be part of their upcoming retreat.

The Academic Mapping Project is revising and focusing on part-time student maps for degrees and certificates, aiming to create more specific maps for various programs.

The Light the Fire Institute on July 29-30 will focus on the “skill-abus” concept and ensuring early career exploration is embedded in courses. MiraCosta has received almost \$3.5 million in California pre-apprenticeship grants to help support students with paid experience in industry internships and work-based learning opportunities.

2. Student Services

Assistant President/Vice President Wojcik welcomed Student Trustee Rahime Demirci to her new role.

The Welcome Fest has already received many RSVPs; event planners are focusing on maximum capacity. Outreach to students prior to the event is also taking place to prepare them for the event.

A number of MiraCosta students are participating this summer in the Study Abroad in Paris and the Study Abroad in Costa Rica programs.

The first cohort of GEAR UP students are now high school graduates, and many are attending MiraCosta in the fall. Eight GEAR UP students and their parents will attend the GEAR UP conference that will also include visiting colleges and museums.

The GEAR UP for College program started this summer with 125 high school students from OUSD taking classes in ethnic studies or sociology in a four-week timeframe. Instructional support, transportation, and food are included in the program. The success rate for these courses is an impressive 95-100 percent.

The Summer Bridge program, coordinated by UMOJA faculty, offers students a sociology course similar to the GEAR UP for College program.

3. Administrative Services

Assistant Superintendent/Vice President Flood submitted a written report. He thanked the board for approving the tentative budget. Flood thanked Katie White, Melanie Haynie, the budget managers, and the Fiscal Services Team for their contributions to the budget preparation. He thanked all of the Facilities staff for their tireless efforts with the many events and needs on campus. Additionally, Information Technology Services, despite being short-staffed, has been exceptionally busy with critical efforts. ITS staff have reimaged 600 laptops for students, concentrated on cybersecurity, and supported over 200 AV/IT events. Flood thanked them for their dedication and hard work.

4. Human Resources

Assistant Superintendent/Vice President Ng was on vacation.

F. Superintendent/President

Superintendent/President Cooke shared her excitement about the Learning Commons being officially open. Staff that had been serving students from a variety of temporary locations on campus are now gathered in their permanent spaces in the Learning Commons. She encouraged folks to check it out.

Cooke reported MiraCosta proudly raised the Pride Flag at each campus. She shared the investiture of the San Diego Chancellor will be held at the San Diego Zoo end of this week. Multiple community events occurred: the San Diego Regional Economic Development Dinner, focusing on inclusive economic development, and a tour of the Technology Career Institute by the San Diego Workforce Partnership.

Cooke thanked the Advancement Office's Kristen Huyck and Shannon Stubblefield for their hard work in communicating the many good things happening at the college.

XV. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

None.




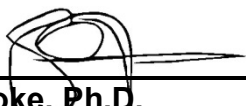
XVI. ADJOURNMENT

The meeting adjourned at 5:52 p.m.

MINUTES APPROVAL:

Rick Cassar
President

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

Subject:	Attachment:
Credit for Prior Learning (CPL) Update	PowerPoint Presentation
Category:	Type of Board Consideration:
Presentations	<div style="text-align: center;">  </div> <div style="display: flex; justify-content: space-around;"> Information Consent Action </div>
Institutional Goals: mcc.mission_statement.pdf (miracosta.edu)	Institutional Goal Supported:
	<div style="text-align: center;">  </div> <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended:	Approved for Consideration:
 <hr/> Kristina Denée Pescarmona Assistant Superintendent/Vice President, Instructional Services	 <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

In March 2020, Title 5, Section 55050 was amended to broaden opportunities for students to obtain college credit in a variety of ways, honoring their work-related experiences (credit for prior learning or CPL). Colleges were required to amend their administrative procedures (AP 4235) to include opportunities for college credit for industry-recognized certifications, portfolio assessments of prior work artifacts and skills assessments in addition to the already established credit for standardized tests and military experience. A small taskforce led by discipline-area faculty was formed to create processes for CPL implementation for MiraCosta College.

STATUS

Assistant Superintendent/Vice President Denée Pescarmona and Associate Dean Benjamin Gamboa will provide a presentation that informs and updates the Board of Trustees on the status of CPL implementation and next steps in CPL program improvement.

RECOMMENDATION

This item is submitted for information only. No action required.

CREDIT FOR PRIOR LEARNING (CPL) UPDATE

Board of Trustees Meeting

July 18, 2024

Denee Pescarmona and Benjamin Gamboa

1

WHAT & WHY IS THIS IMPORTANT?

- **CAEL (Council for Adult and Experiential Learning):**
50+ years
 - › Building to validate the lived work experiences of adult learners
- **California Title 5 changes in March 2020**
- **Now more than ever. . .**
 - › Declining birthrate
 - › Increasing equity gaps
 - › Goal: Thriving families



HOW DOES CPL HELP ADULT LEARNERS?

Save Students Time and Money

On average nationwide, degree earners with 12 or more CPL credits saved 9 to 14 months in completion time and between \$1500-\$10000 in tuition.



Empower adult students by valuing them as learners

CPL encourages learners to reflect on past work experiences as education and improves confidence in seeing themselves as learners.



THE BEFORE TIMES

- **CPL was minimal & had disparate processes**
 - › Credit by Exam – Ten departments & 40 courses; nearly half in International Languages
 - › Military Credit – Joint Service Transcripts only evaluated at students' explicit request and only granted GE area credit
 - › Standardized Exams – Offered but the process was rarely used
 - › Different forms and processes for different types of credit



ACTION TAKEN

- Contracted with a CPL Consultant
- Established an Implementation Plan
- Identified pilot instructional programs for Industry Certifications, Apprenticeships, Military Credit & Portfolios
 - › Biotechnology, Business, Accounting, Cybersecurity, Design, Horticulture, Supply Chain Management & Yoga
- Hosted 3 business process mapping sessions; created a unified student-centered process
- Redesigned transcripts & petition process embedded in SURF



SUCCESS STORIES

- Registered Yoga Teacher – Faculty mapped industry certifications so students could earn college credit for RYT 200 certifications and progress directly into RYT 300 and 500 certifications with college credit
- Apprenticeship Pathways Demonstration Project Grant – Invited by Chancellor's Office to develop alignment between biotech apprenticeships and biomanufacturing baccalaureate degree to increase number of graduates and speed up time to completion






NEXT STEPS

- Identify students to pilot new petition process
- Fully implement in September 2024
- Develop a communications plan
- Conduct qualitative assessments and report findings to the Chancellor's Office
- Expand instructional programs recognizing CPL
- Measure impact on number of students completing programs with CPL, their time to completion, and any disproportionate impact



QUESTIONS?



Subject: Report on the Sense of Belonging Survey Results	Attachment: PowerPoint Presentation
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/> Sunita V. Cooke, Ph.D. Superintendent/President </div>

BACKGROUND

Research has consistently shown that students who feel a strong sense of belonging to their college or university tend to perform better academically, persist in their studies, and experience improved mental health. Studies have shown that a greater sense of belonging is positively correlated with learning, academic excellence, and student retention. When students feel like they belong, they are more engaged and motivated to succeed. In addition, students who feel connected to their peers, staff, and college community are more likely to participate in extracurricular activities, join student associations, and build meaningful connections. These social bonds contribute to a sense of belonging and overall well-being. Developing a stable sense of belonging early in college has cascading effects, as it promotes help-seeking, relationship development, stronger achievement, and even better mental and physical health. Lastly, students often experience uncertainty about their belonging, especially during transitions (e.g., entering college). This uncertainty can lead to disengagement and poor outcomes. Therefore, nurturing a sense of belonging early in students' higher education journey is associated with persistence and achievement. Fostering a supportive and inclusive environment that nurtures students' sense of belonging is essential for their overall success in higher education.

STATUS

Dean Chris Tarman will present preliminary results from the MiraCosta College Sense of Belonging Survey, which was deployed to all credit, noncredit, and Adult High School students in November 2023.

RECOMMENDATION

For information only.

SENSE OF BELONGING SURVEY

BOARD OF TRUSTEES
July 18, 2024

MIRACOSTA COLLEGE

SURVEY DESIGN & IMPLEMENTATION



Literature Review

An extensive literature review revealed College Sense of Belonging measures tended to assess *General Belonging* to a college, "I see myself as part of the campus community" or *Classroom Belonging* in the college context, "I could email another student for help with an assignment". We reviewed and borrowed items from several established Sense of Belonging measures in the field.



Survey Construction

In collaboration with Title V Grant and the Office of Inclusion, Diversity, Equity & Accessibility (IDEA) we decided on our final set of questions. Our final measure consisted of:

- 8 *General College Belonging* items
- 7 *Classroom Belonging* items
- 2 *inclusion/marginalization* items
- 2 *classroom characteristics* items
- 1 open-ended item about making *MiraCosta* more inclusive
- 1 open-ended item about judgement of social identity



Survey Deployment

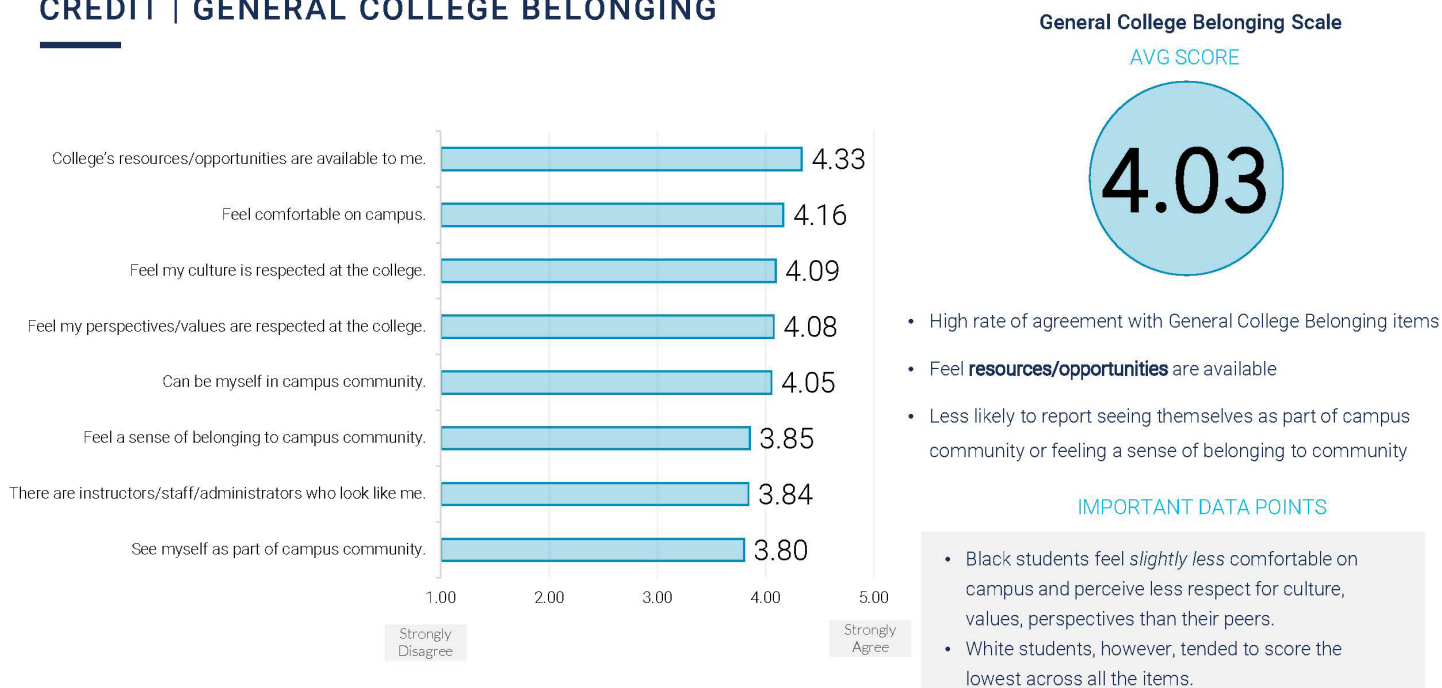
The 21-item measure was translated and programmed electronically into a Spanish/English online survey. The survey was deployed to all Credit, Non-Credit, Adult High School students enrolled in Fall 2023 on November 23, 2023, and ran for two weeks. There was an overall response rate of 9.7%.

CREDIT STUDENT | SURVEY DEMOGRAPHICS



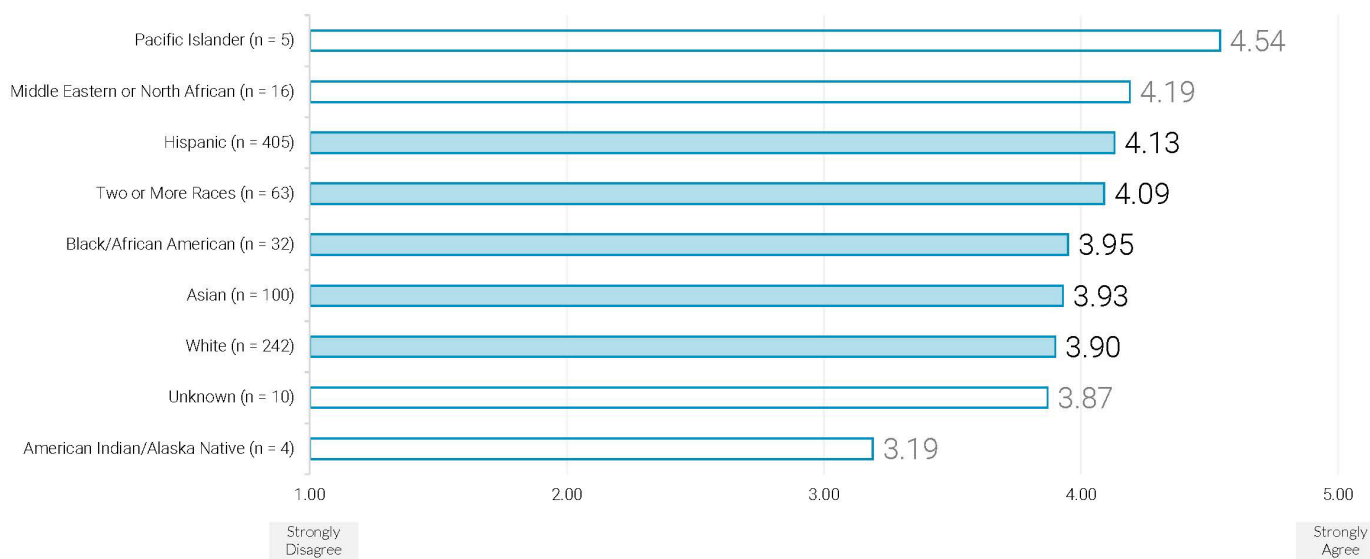
3

CREDIT | GENERAL COLLEGE BELONGING



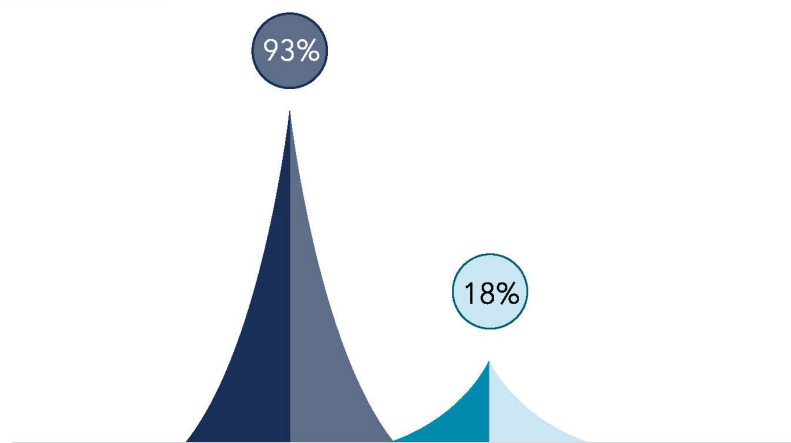
4

CREDIT | GENERAL COLLEGE BELONGING | OVERALL SCALE SCORES



5

WELCOME / MARGINALIZED



IMPORTANT DATA POINTS

Black students had the highest welcome/included scores **and** the highest marginalized/excluded scores, as compared to their peers

WELCOME

"I have felt welcomed in one or more communities, groups, or spaces at MiraCosta College."



93%

of Credit students indicated they found spaces/places/groups that were **welcoming** on campus

MARGINALIZED

"I have felt marginalized/excluded in one or more communities, groups, or spaces at MiraCosta College."



18%

of Credit students indicated they felt **marginalized/excluded** in spaces/places/groups on campus

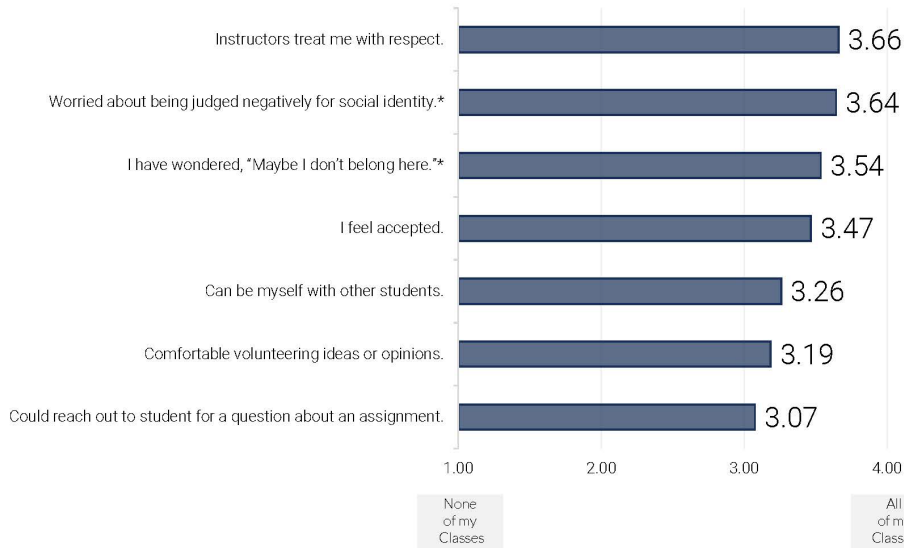
6

CREDIT | CLASSROOM BELONGING

Classroom Belonging Scale

AVG SCORE

3.40



- High rate of agreement with Classroom Belonging items
- Feel **respected by instructors** and **aren't worried about being judged negatively** for identity
- Least likely to feel comfortable asking another student about an assignment

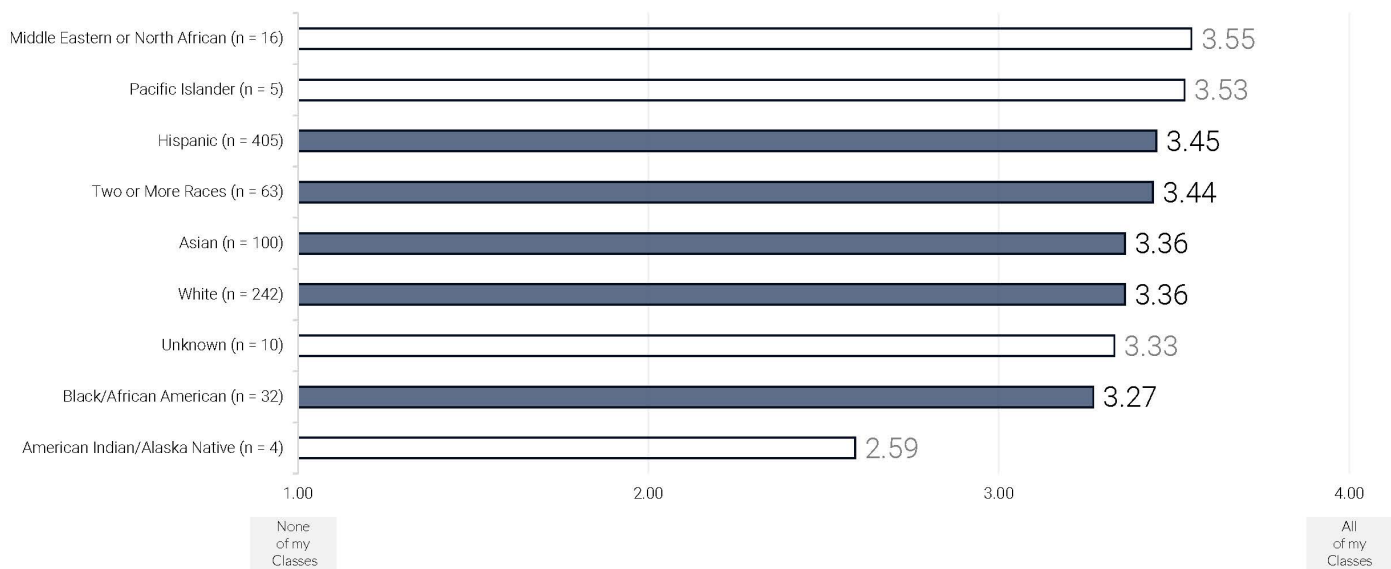
IMPORTANT DATA POINTS

- Black students had lowest overall classroom belonging scores showing greatest agreement with fearing they may not belong at college or may be judged for social identity.

*Note: These items were reversed-coded to compare the means.

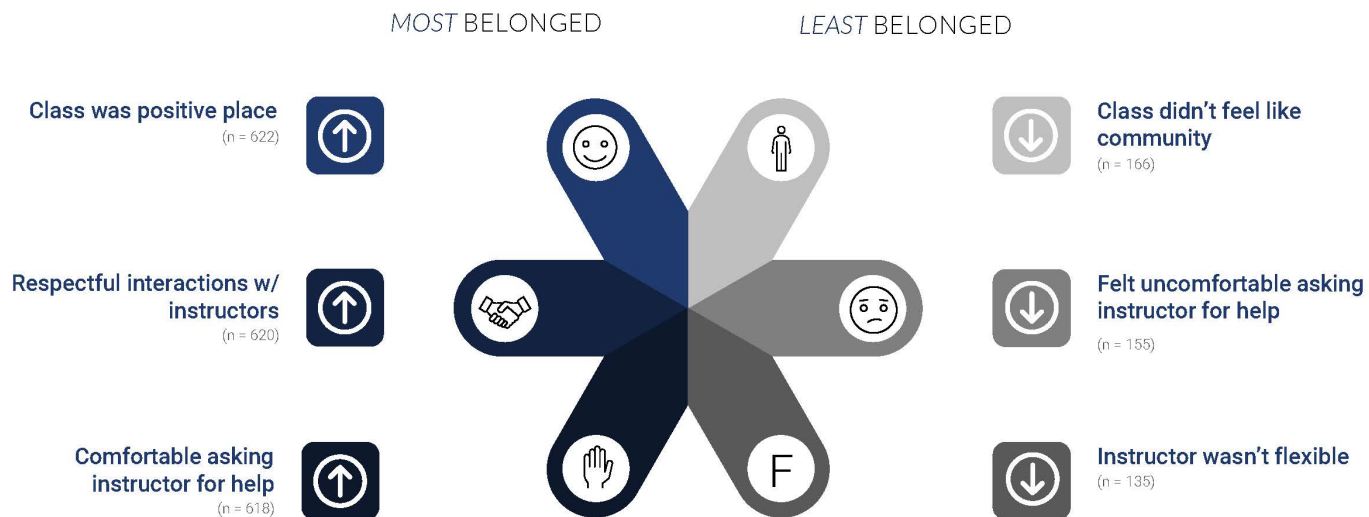
7

CREDIT | CLASSROOM BELONGING | OVERALL SCALE SCORES



8

CLASSROOM CHARACTERISTICS




"Please share three specific things we can change to make MiraCosta College a more welcoming and inclusive place."

MAKING MIRACOSTA COLLEGE A MORE INCLUSIVE PLACE

<p>Many students were positive about their experiences at MiraCosta College</p> <p></p>	<p>"I tell anyone with whom I come in contact that I have never, in any country, been in contact with a post secondary institution that does more for students in all areas of student support than MiraCosta College. In this respect, MiraCosta is without equal!"</p>	<p>"In my opinion, there is nothing to change or modify. I feel privileged to be able to study at MiraCosta College."</p>
	<p>"For me it is a very welcoming place with well-trained staff willing to help. It has very good teachers, I love MiraCosta College."</p>	<p>"I am truly grateful for the significant support that MiraCosta College has provided me, in both in-person and Zoom classes, from all administrative and teaching staff. The administrative staff is always available with kindness and education. Thanks to this great community for the support."</p>


11

MAKING MIRACOSTA COLLEGE A MORE INCLUSIVE PLACE

<p>Many students were positive about their experiences at MiraCosta College</p> <p></p>	<p>"Personally, there is nothing to change about MiraCosta. I am very happy to belong to the college. Since I started, they have treated me very well, and I have learned a lot."</p>	<p>"This is the best college experience I could have asked for, I wish I would have enrolled in earlier years. Everyone is extremely helpful and makes me feel like I can be successful in what I major in."</p>
	<p>"So far, everything has seemed incredible to me. Thank you for the classes. Congratulations to the teachers; they are very approachable."</p>	<p>"There is nothing to change; everything is perfectly fine at MiraCosta College. Teachers and all the people who help at MiraCosta College do everything possible to assist us in what we need. Thank you for all your support at MiraCosta College."</p>

12

MAKING MIRACOSTA COLLEGE A MORE INCLUSIVE PLACE

<p>Older, working students expressed a desire to have more events and support</p> <p>(with events/services at off-peak times)</p> 	<p>"Maybe a program to introduce older students to each other? going back to college at an older age has its own unique challenges and, while I know we are the minority here, it would be nice to meet and have some camaraderie."</p>	<p>"I do wish the career center was open a little later, working FT It's harder for me to make it out. "</p>
	<p>"Most events occur during business hours. Students who work full time day jobs don't have an opportunity to take advantage of this."</p>	<p>"I think you should address the people of various ages that come to your college. People who are not the "normal" age should feel just as welcome, whether they are older or younger. Events for that might make people feel more welcome."</p>

13

MAKING MIRACOSTA COLLEGE A MORE INCLUSIVE PLACE

<p>Students expressed a desire for more events they can all participate in</p> <p>(multicultural and school pride oriented)</p> 	<p>"Mira Costa College could promote events that all students can be a part of and relate to. Some events are only targeted toward a specific demographic group. Some students may not be interested in attending these events because they might feel like they do not belong there. "</p>	<p>"Less individual groups and more focus on 1 school spirit would be better"</p>
	<p>"Pep-rallies for sports, introductions of the coaches and teams. "</p>	<p>"Include more community programs that allow the majority of students to come together and interact with each other"</p>
	<p>"More cultural activities could be organized within the campus so that we can feel more identified and showcase our different cultures."</p>	

14

MAKING MIRACOSTA COLLEGE A MORE INCLUSIVE PLACE

Belonging in the Classroom



Instructors should get to know each of their students as individuals from the very first class session via icebreaker exercises or similar.

"I think MiraCosta is a great school but there's some faculty staff that need to be more flexible with the students cause life isn't easy for everyone."

"You can help by having more diversity in your staff so that other students can relate with them."

"I would like to see more instructors of color and different gender choices. I want more classes offered that focus on different cultures".





"To set more classes at night times. The options at night are very limited for people who work at day times like me. "

MIRACOSTA COLLEGE

QUESTIONS ?

Chris Tarman, Dean RPIE | ctarman@miracosta.edu

Maria Lissner, Analyst RPIE | mlissner@miracosta.edu

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:  _____ Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  _____ Sunita V. Cooke, Ph.D. Superintendent/President

STATUS

1. Resignation of the following classified employees:

John Pappas, Learning Coach, Writing Center, position P-00408, effective June 25, 2024.

Erich Donze, Information Security Engineer, ITS Security and Infrastructure Systems, position P-05802, effective date July 5, 2024.

Lucero Cardenas, Instructional Assistant, International Languages, position P-00234, effective June 4, 2024.

Arleen Palafox, Testing Services Specialist, position P-06218, effective July 12, 2024.

2. Employment of the following full-time, tenure-track faculty members:

Shaylah Turk, Counselor, SAS, P-04867, full-time, tenure-track, 195 days per year, salary class III, step 11 x 1.1080 time factor, \$153,105.65 per year (2024/25 academic salary schedule), effective July 1, 2024.

ME, Counseling and Development, George Mason University, Fairfax, VA
BS, Human Development, Virginia Tech, Blacksburg, VA

Shaylah Turk has served as Interim Counselor, SAS at MiraCosta College since July 2023. Prior to that, Shaylah worked as an Associate Counselor at MiraCosta College since 2018, and also served as the Interim Counselor, SAS for the spring semester 2019. In addition, Shaylah worked as an Adjunct DRC Counselor from 2022 to 2023 at Palomar College.

Kyaw Htet, EOPS/NextUp Counselor, full-time, tenure-track, 195 days per year, salary class V, step 3 x 1.1080-time factor, \$118,961.53 per year (2024-25 academic salary schedule), effective July 1, 2024.

MS, Counseling (Multicultural Community Counseling), San Diego State University
BS, Health Communication, San Diego State University

Kyaw Htet has served as an EOPS/NextUp Counselor at Grossmont College since August 2020. In addition, Kyaw worked as an Adjunct Counselor at San Diego Community College, and as an EOPS Counselor at Southwestern College.

Kellita Felton, Physics Instructor, P-00602, full-time, tenure-track, 175 days per year, salary class V, step 7, \$125,930 per year (2024-25 academic salary schedule), effective August 8, 2024.

MA, Physics, San Diego State University
BS, Physics, Spelman College, Atlanta, GA

Professor Felton has served as Associate Faculty at MiraCosta College since January 2023. In addition, Professor Felton served as a Physics Teacher at La Jolla Country Day School from 2016 to 2020, and as Upper School Science Teacher at St. Margaret's Episcopal School in San Juan Capistrano from 2020 to 2022.

Bobbi-Sue Johnson, Nursing Instructor, LVN, P-00590, full-time, tenure-track, 175 days per year, salary class V, step 2, \$102,724 per year (2024-25 academic salary schedule), effective August 9, 2024.

BS, Nursing, Chamberlain University
MS, Nursing, Chamberlain University

Professor Johnson has served as Associate Faculty in the Nursing Program at MiraCosta College since 2020. In addition, Professor Johnson has been employed as a Registered Nurse at Kaiser Permanente since 2009.

3. Employment of the following regular classified administrators:

Colleen Maeder, Director, Student Services, San Elijo, position P-00147, classified administrator salary range CM-8, step 2, \$10,018.42 per month, full-time, 12 months per year, effective July 22, 2024. Colleen was selected through an open recruitment process.

Jennifer Acfalle, Director, Human Resources, position P-00144, classified administrator salary range CM-19, step 2, \$14,435.25 per month, full-time, 12 months per year, effective July 8, 2024. Jennifer was selected through an open recruitment process.

4. Employment of the following regular classified employees:

Destiny Costilow, Student Support Advisor, Student Services Welcome Center, position P-00373, classified salary range 22, step 1, \$5,741.92 per month, full-time, 12 months per year, effective June 24, 2024. Destiny was selected through an open recruitment process.

Caroline Hallman, Library Technician I, Technical Services, position P-00267, classified range 16, step 1, \$2,291.85 per month, part-time, 18 hours per week, 10 months per year, effective August 1, 2024. Caroline was selected through an open recruitment process.

Jennifer Perez Lara, Library Technician I, Technical Services, position P-00270, classified salary range 16, step 1, \$2,172.38 per month, part-time, 18 hours per week, 12 months per year, effective June 17, 2024. Jennifer was selected through an open recruitment process.

Jesse Grizzle, Administrative Support Assistant III, Veterans Services, position P-06172, classified salary range 20, step 2, \$6,032.50 per month, full-time, 12 months per year, effective July 1, 2024. Jesse was selected through an open recruitment process.

Anisha Jackson, Administrative Support Assistant III, Admissions and Records, position P-00661, classified salary range 20, step 1, \$5,717.17 per month, full-time, 12 months per year, effective July 3, 2024. Anisha was selected through an open recruitment process.

Alessa Ramos, Learning Coach, Academic Support and Innovations, position P-00263, classified salary range 22, step 1, \$5,741.92 per month, full-time, 12 months per year, effective May 23, 2024. Alessa was selected through an open recruitment process.

5. Permanent change of assignment for the following classified employees:

Holly Walker, Senior Human Resources Technician, position P- 09232, has accepted the position of Human Resources Systems Specialist, position P-00190, classified salary range 25, step 3, \$6,949.58 per month, full-time, 12 months per year, effective June 12, 2024. Holly was selected through an open recruitment process.

Cindy Arce, Student Services Coordinator, Student Equity, position P-00371, has accepted the position of Program Manager, Academic Success and Equity, position P-06208, classified salary range 31, step 3, \$8,263 per month, full-time, 12 months per year, effective June 17, 2024. Cindy was selected through an open recruitment process.

6. Temporary change of assignment for the following classified employees:

Dan Cornaggia, Instructional Assistant, Art, position P-00224, will continue increase in hours from 18 to 36 hours per week, effective August 1, 2024 – June 30, 2025.

Farhonda Alizada, Assistive Technology Assistant, Student Accessibility Services, position P-06178, will increase from 11 months spread over 12 months to 12 months per year effective July 1, 2024 – June 30, 2025.

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

Ulises Sixto Avendano, Administrative Support Assistant II, CARE, will continue to serve as Interim Student Services Specialist, CARE, classified salary range 21, step 1, \$5,886.75 per month, full-time, effective July 1 – August 2, 2024.

Brayan Astorga, Student Services Specialist, Student Equity, position P-08917, will continue to serve as Interim Student Services Coordinator, Student Equity, classified salary range 26, step 3, \$7,546.08 per month, effective July 1 – September 18, 2024.

Lilah Shoukry, Student Services Coordinator, CARE, position P-10059, will continue to serve as Interim CARE Manager, CARE, classified administrator salary range 8, step 1, L-1, \$9,582.83 per month, full-time, effective July 1 – August 2, 2024.

Yurico Jimenez, Student Services Specialist, CARE, position P-10571, will continue to serve as Interim Student Services Coordinator, CARE, classified range 26, longevity year 7, \$8,626 per month, full-time, effective July 1 – August 2, 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 – September 18, 2024.

Yaira Hicks, Testing Services Assistant, position P-06216, will continue to serve as Interim Student Services Specialist, Orientation and Student Support, range 21, step 2, full-time, \$6,208.83 per month, effective July 1, 2024 – June 30, 2025.

Jeridel Banks, Administrative Support Assistant III, Student Equity, position P-00056, will continue to serve as Interim Student Services Specialist, Student Equity, classified salary range 21, longevity year 9, \$7,617.67 per month, full-time, effective July 1 – August 1, 2024.

Jorge Ramirez Ibanez, Financial Aid Technician, position P-06189, will serve as Interim Operations Supervisor, classified salary range 27, step 3, \$7,363.08 per month, full-time, effective June 17 – June 30, 2024.

Ashley Sherrell, Student Support Advisor, Student Services Welcome Center, position P-08461, will serve as Interim Financial Aid Technician, classified salary range 23, step 5, \$7,208.08 per month, full-time, effective June 17 – June 30, 2024.

Josie Bollerud, Student Support Advisor, Admissions and Records, SEC, position P-06173, will serve as Interim Financial Aid Technician, classified salary range 23, step 5, \$7,208.08 per month, full-time, effective June 17 – June 30, 2024.

Brenda Cruz, Academic Records Evaluator, Admission and Records, Academic Records, will serve as Interim Assistant Business Systems Analyst, classified salary range 25, longevity year L-1, \$7,679.08 per month, full-time, effective June 20 – June 30, 2024.

Mallory Fore, Administrative Support Assistant III, Nursing and Allied Health, will serve as Interim Academic Division Administrative Assistant, classified salary range 21, longevity year 10, \$7,693.75 per month, full-time, effective July 1, 2024 – June 30, 2025.

Noemi Llamas Espinoza, Testing Services Assistant, position P-06217, will serve as Interim Student Services Specialist, Testing Services, classified salary range 21, step 1, \$5,886.75 per month, full-time, effective August 1, 2024 – June 30, 2025.

Sylvia Harrington, Human Resources Assistant, position P-05832, will serve as Interim Senior Human Resources Technician, classified salary range 24, step 3, \$7,123 per month, full-time, effective July 1, 2024 – June 30, 2025.

Luz Franco, Admissions and Records Specialist, Admissions and Records, CLC, will serve as Interim Noncredit Academic Evaluator and Admissions Specialist, classified salary range 22, longevity year 22, \$8,982.75 per month, full-time, effective July 1, 2024 – June 30, 2025.

Sugeily Cervantes, Financial Aid Assistant, Financial Aid, position P-05837, will continue to serve as Interim Student Services Coordinator, Financial Aid, range 26, longevity year 8, \$8,712.25 per month, full-time, effective July 1 – November 13, 2024.

Mark Stramaglia, Senior Enterprise Applications Developer, Information Technology Services, position P-00349, will continue to serve as Interim Director, Enterprise Application Services, CM-17, step 5, longevity year L2, \$15,812.67 per month, full-time, effective July 1, 2024 – June 4, 2025.

Michael Turner, Lead Building Maintenance Mechanic, Facilities Maintenance, position P-00254, will continue to serve as Interim Facilities Manager, classified salary range 37, longevity year 14, \$12,769.25 per month, full-time, effective July 1, 2024 – June 30, 2025.

Gregorio Reyes, Student Services Specialist, Student Equity, position P-08918, will continue to serve as Interim Student Services Coordinator, classified salary range 26, step 1, \$6,800.42 per month, full-time, effective July 1 – July 31, 2024.

Maria-Isabel Rocha Duarte, Student Services Coordinator, Financial Aid, position P-06186, will continue to serve as Interim Grant Project Director, Counseling and Student Development, range CM-10, step 2, longevity L-1, \$10,846.67 per month, full-time, retroactively effective July 1, 2024 – June 30, 2025.

Paige Babbitt, Administrative Support Assistant III, Financial Aid, position P-06165, will continue to serve as Interim Financial Aid Advisor, classified salary range 23, step 2, \$6,576.33 per month, full-time, effective July 1, 2024 – June 30, 2025.

Hortensia Sanchez, Academic Records Evaluator, position P-00011, will continue to serve as Interim Operations Supervisor, Admissions and Records, OCN, classified salary range 27, longevity year 9, \$15,333.75 per month, full-time, effective July 1, 2024 – June 30, 2025.

Manuel Acero, Noncredit Academic Evaluator and Admissions Specialist, position P-00035, will continue to serve as Interim Academic Records Evaluator, classified salary range 23, longevity year 16, \$9,971.50 per month, full-time, effective July 1, 2024 – June 30, 2025.

Eva Brown, Executive Assistant to Vice President, Human Resources, position P-00161, will continue to serve as Interim Human Resources Analyst, Benefits and Leaves, confidential classified salary range 29, step 5, longevity year 9, \$9,598.33 per month, full-time, effective July 1 – November 11, 2024.

Olivia Elmer, Administrative Support Assistant I, Student Services, position P-06162 will continue to serve as Interim Administrative Support Assistant III, Academic and Career

Pathways, classified salary range 20, step 1, \$5,717.17 per month, full-time, effective July 1, 2024 - June 30, 2025.

Marisol Zacarias, Administrative Support Assistant III, Student Life and Leadership, position P-06170, will continue to serve as Interim Admissions and Records Specialist, range 20, step 2, \$6,032.50 per month, full-time, effective July 1, 2024 - June 30, 2025.

Analia Zamora, Administrative Support Assistant II, position P-00054, will continue to serve as Interim Program Manager, Service Learning, classified salary range 31, longevity year 7, \$9,967.25 per month, effective July 1 – July 31, 2024.

Miriam Anderson, Accounting Specialist, Fiscal Services, position P-00016, will continue to serve as Interim Accountant I, Fiscal Services, classified salary range 28, longevity year 7, \$9,139.08 per month, full-time, effective July 1, 2024 - June 30, 2025.

Brandon Bailey, Media Services Technician, ITS Technology Support Services, position P-05144, will continue to serve as Interim Technology Services Analyst, ITS Technology Support Services, classified salary range 29, longevity year L-1, \$9,351.17 per month, full-time, 12 months per year, effective July 1, 2024 - June 30, 2025.

8. Employee 07223032 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 67.5 hours to remain in full paid status through June 30, 2024.
9. Employee 07223032, in accordance with Board Policy 7345, requests a waiver to the limitation on how much of their available sick leave can be used for personal necessity leave as the employee will exhaust the personal necessity allowance for the 2023/2024 fiscal year. Pursuant to the Classified Senate WCM, classified employees may use up to seven days of earned sick leave per fiscal year for the purpose of personal necessity leave.
10. Employment of the following associate faculty members for the 2024 Summer session, payable in accordance with the Collective Bargaining Agreement for Academic Associate Faculty:

Shelly	Ibri	English as a Second Language, NC
David	Drexler	Music
11. Employment of the following associate faculty members for the 2024 fall session, payable in accordance with the Collective Bargaining Agreement for Academic Associate Faculty:

Jillian	Schat	Biological Sciences
Shayan	Ebadat	Communication Studies
Parisa	Zaeri	Computer Science
Miles	Stanley	History
Meaghan	Baril	Letters, Transfer
12. 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
Aamina Usmani	Apprentice III	Substitute	STEM Learning Center	\$18.00/hr	7/1/24	6/30/25
Adolfo Naranjo	GEAR UP Aide III	Short-term	GEAR UP	\$20.00/hr	7/19/24	6/30/25
Adriana Zamora	Campus Aide III	Short-term	Academic and Career Pathways	\$20.00/hr	7/19/24	6/30/25
Aidan Aubrey Nangpi	Apprentice III	Substitute	Writing Center	\$18.00/hr	7/1/24	6/30/25
Alejandra Garcia	GEAR UP Aide III	Short-term	GEAR UP	\$20.00/hr	7/1/24	6/30/25
Alexandra Proctor	Campus Aide I	Short-term	Honors	\$16.00/hr	7/22/24	12/13/24
Alexia Bigelow	Apprentice III	Substitute	STEM Learning Center	\$18.00/hr	7/1/24	6/30/25
Alice Davis Winkel	Assistant Athletic Trainer	Short-term	Athletics and Intramurals	\$37.02/hr	7/19/24	6/30/25
Amanda Allbert	Campus Aide III	Short-term	CARE Program	\$20.00/hr	7/19/24	6/30/25
Amanda Herrera	Apprentice III	Short-term	Biotechnology	\$18.00/hr	7/1/24	6/30/25
Ana Antonio Hernandez	Campus Aide III	Short-term	Student Equity	\$20.00/hr	7/1/24	7/31/24
Ana Antonio Hernandez	GEAR UP Aide III	Short-term	GEAR UP	\$20.00/hr	7/19/24	6/30/25
Ana Zafra Mendoza	Student Services Specialist	Substitute	Student Equity	\$33.96/hr	7/3/24	10/31/24
Andrew Stewart	Apprentice III	Substitute	STEM Learning Center	\$18.00/hr	7/1/24	6/30/25
Anne Kelley	Apprentice III	Substitute	STEM Learning Center	\$18.00/hr	7/1/24	6/30/25
Audrey Ketterer	Assistant Coach	Short-term	Athletics and Intramurals	\$29.38/hr	7/19/24	5/30/25
Aurora Monette Iglesias	Student Support Advisor	Short-term	Student Services Welcome Center	\$34.95/hr	7/22/24	6/30/25
Auston McDaniel	Apprentice III	Substitute	STEM Learning Center	\$18.00/hr	7/1/24	6/30/25
Blake Armstrong	Campus Aide II	Short-term	Music	\$18.00/hr	8/16/24	6/30/25
Bonnie Durben	Campus Aide I	Short-term	Theatre and Film	\$16.00/hr	8/16/24	5/31/25
Bradley McReynolds	Assistant Athletic Trainer	Short-term	Athletics and Intramurals	\$37.02/hr	7/19/24	6/30/25
Brent Bjorndal	Buyer	Short-term	Purchasing and Material Management	\$37.02/hr	7/8/24	12/31/24
Cassandra Fuentes	Campus Aide III	Short-term	Student Equity	\$20.00/hr	7/1/24	7/31/24
Cassandra Fuentes	GEAR UP Support Staff III	Short-term	GEAR UP	\$18.00/hr	7/19/24	6/30/25
Cassidy Njama	Campus Aide III	Short-term	Academic and Career Pathways	\$20.00/hr	7/19/24	6/30/25
Ceara Carson	Campus Aide I	Short-term	Honors	\$16.00/hr	7/22/24	12/13/24
Chandima Rasaputra	Expert IT Consultant	Short-term	ITS Security and Infrastructure Systems	\$95.00/hr	7/19/24	6/30/25
Charlotte Crewse	Campus Aide I	Short-term	Honors	\$16.00/hr	7/22/24	12/13/24
Christopher Ashby	Apprentice III	Substitute	Academic Support and Innovations	\$18.00/hr	7/1/24	6/30/25
Connor La Bianco	Apprentice III	Substitute	STEM Learning Center	\$18.00/hr	7/1/24	6/30/25
Cristobal Vasquez	Student Support Advisor	Substitute	Student Services Welcome Center	\$34.95/hr	7/22/24	6/30/25
Curtis Mueller	Campus Aide III	Short-term	Dance	\$20.00/hr	7/1/24	5/31/25
Daniel Gonzalez Duenas	GEAR UP Support Staff III	Short-term	GEAR UP	\$18.00/hr	7/19/24	6/30/25


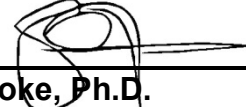
Daniel Zapata	Apprentice III	Substitute	STEM Learning Center	\$18.00/hr	7/1/24	6/30/25
Dannia Saldivar	Campus Aide III	Short-term	Student Equity	\$20.00/hr	7/1/24	7/5/24
Darlene Urzi-Tumino	Apprentice III	Substitute	Academic Support and Innovations	\$18.00/hr	7/1/24	6/30/25
David Kjos	Campus Aide II	Short-term	International Languages Lab	\$18.00/hr	8/1/24	5/23/25
Diego Vargas Dominguez	Campus Aide III	Short-term	Student Equity	\$20.00/hr	7/1/24	7/31/24
Edgar Ramirez	Instructional Aide	Substitute	Workforce IOA	\$24.72/hr	7/8/24	6/30/25
Eduardo Duarte	Instructional Aide	Short-term	Workforce IOA	\$24.72/hr	7/19/24	6/30/25
Emily Camacena	Apprentice III	Short-term	Biotechnology	\$18.00/hr	7/1/24	6/30/25
Emily Springfield	Apprentice III	Substitute	Academic Support and Innovations	\$18.00/hr	7/1/24	6/30/25
Erica Cuahutenango	Apprentice III	Substitute	STEM Learning Center	\$18.00/hr	7/1/24	6/30/25
Ericela Ruiz	Apprentice III	Substitute	Writing Center	\$18.00/hr	7/1/24	6/30/25
Ethan Modigh	Apprentice III	Substitute	STEM Learning Center	\$18.00/hr	7/1/24	6/30/25
Ethen Menendez	Campus Aide I	Short-term	Theatre and Film	\$16.00/hr	7/1/24	8/31/24
Ethen Menendez	Campus Aide III	Short-term	Theatre and Film	\$20.00/hr	7/1/24	8/31/24
Fiona Fabiano	Campus Aide III	Short-term	Orientation and Student Support	\$20.00/hr	7/1/24	6/30/25
Frances Meehan	Apprentice III	Substitute	Writing Center	\$18.00/hr	7/1/24	6/30/25
Gabriela Ortega	Apprentice III	Substitute	STEM Learning Center	\$18.00/hr	7/1/24	6/30/25
Gaudencio Hernandez	Campus Aide III	Short-term	Student Equity	\$20.00/hr	7/1/24	7/31/24
Gaudencio Hernandez	GEAR UP Support Staff III	Short-term	GEAR UP	\$18.00/hr	7/19/24	6/30/25
Giselle Resendiz	Apprentice III	Substitute	Writing Center	\$18.00/hr	7/1/24	6/30/25
Giuliana Guanilo	Receptionist / Switchboard Operator	Substitute	Public Information Office	\$24.00/hr	7/1/24	6/30/25
Greta Cavo	Admissions and Records Specialist	Short-term	Admissions and Records, OCN	\$32.99/hr	8/16/24	6/30/25
Heladio Santiago	Campus Aide I	Short-term	Honors	\$16.00/hr	7/22/24	12/13/24
Helen Highland Coslow	Apprentice III	Substitute	Writing Center	\$18.00/hr	7/1/24	6/30/25
Isabel Gonzalez Hernandez	Apprentice III	Short-term	STEM Learning Center	\$18.00/hr	7/1/24	6/30/25
Isabella Hassan Di Gruccio	Assistant Athletic Trainer	Short-term	Athletics and Intramurals	\$37.02/hr	7/19/24	6/30/25
Isela Gomez	Campus Aide I	Short-term	Honors	\$16.00/hr	7/22/24	12/13/24
Ismael Vera	Campus Aide I	Short-term	School Relations/Diversity Recruitment	\$16.00/hr	7/19/24	6/30/25
Jacob Casey	Campus Aide III	Short-term	Student Equity	\$20.00/hr	7/1/24	7/31/24
Jacob Ramirez	Student Worker	Short-term	School Relations/Diversity Recruitment	\$16.00/hr	7/20/24	12/14/24
Jair Olea	Campus Aide III	Short-term	Student Equity	\$20.00/hr	7/1/24	7/31/24
Johanna Aguilar	GEAR UP Aide III	Short-term	GEAR UP	\$20.00/hr	7/19/24	6/30/25
John Gonzalez	Apprentice III	Substitute	STEM Learning Center	\$18.00/hr	8/1/24	6/30/25
Jordan Galloway	Theater Aide III	Short-term	Theatre and Film	\$18.00/hr	7/1/24	8/31/24
Judith Hutsell	Campus Aide III	Short-term	Orientation and Student Support	\$20.00/hr	7/1/24	6/30/25
Julieta Hernandez	Campus Aide III	Short-term	Student Equity	\$20.00/hr	7/19/24	6/30/25

Julio Montano	Apprentice III	Substitute	Academic Support and Innovations	\$18.00/hr	7/1/24	6/30/25
Katherine Hidalgo	Campus Aide III	Short-term	Student Equity	\$20.00/hr	7/1/24	7/31/24
Katja Wojcik	Campus Aide III	Short-term	Inclusion, Diversity, Equity and Accessibility	\$20.00/hr	7/19/24	6/30/25
Kristopher Apple	Accompanist I	Short-term	Dance	\$26.00/hr	8/16/24	5/31/25
Levi Powell	Apprentice III	Substitute	STEM Learning Center	\$18.00/hr	7/1/24	6/30/25
Luna Crabb	Apprentice III	Substitute	Academic Support and Innovations	\$18.00/hr	7/1/24	6/30/25
Marcus Moore	GEAR UP Support Staff II	Short-term	GEAR UP	\$17.00/hr	7/19/24	6/30/25
Mark Montanari	Apprentice III	Substitute	Academic Support and Innovations	\$18.00/hr	7/1/24	6/30/25
Mark Siy	Campus Aide III	Short-term	Student Equity	\$20.00/hr	7/1/24	7/31/24
Mark Siy	GEAR UP Aide III	Short-term	GEAR UP	\$20.00/hr	7/19/24	6/30/25
Mayra Angon-Salgado	Campus Aide III	Short-term	Student Equity	\$20.00/hr	7/1/24	7/31/24
Mayra Angon-Salgado	Campus Aide III	Short-term	GEAR UP	\$20.00/hr	7/19/24	6/30/25
Megan Beyer	Apprentice III	Short-term	STEM Learning Center	\$18.00/hr	7/1/24	6/30/25
Melinda Beckett	Apprentice III	Substitute	Academic Support and Innovations	\$18.00/hr	7/1/24	6/30/25
Michael Lopez	Apprentice III	Substitute	Academic Support and Innovations	\$18.00/hr	7/1/24	6/30/25
Mikhail Ottewell	Apprentice III	Short-term	Biotechnology	\$18.00/hr	7/1/24	6/30/25
Nathaniel Noriega	Student Support Advisor	Short-term	Student Services Welcome Center	\$34.95/hr	7/22/24	6/30/25
Nicholas Ortega	Campus Aide III	Short-term	Student Services Welcome Center	\$20.00/hr	7/19/24	6/30/25
Nicole Bojalil	Apprentice III	Substitute	Writing Center	\$18.00/hr	7/1/24	6/30/25
Omaed Noorzay	Apprentice III	Substitute	Academic Support and Innovations	\$18.00/hr	7/1/24	6/30/25
Omar Ahumada Marroquin	Accounting Specialist	Substitute	Accounting	\$35.09/hr	6/21/24	6/30/24
Patrick Bator	Campus Aide II	Short-term	Theatre and Film	\$18.00/hr	7/1/24	8/31/24
Paul Hampson	Campus Aide III	Short-term	CARE Program	\$20.00/hr	7/19/24	6/30/25
Raymond Wight	Student Services Specialist	Short-term	Orientation and Student Support	\$32.19/hr	6/21/24	6/30/24
Raymond Wight	Student Services Specialist	Short-term	Orientation and Student Support	\$33.96/hr	7/1/24	7/5/24
Rocio Maciel Segovia	Health Services Assistant	Short-term	Health Services	\$32.04/hr	7/19/24	6/30/25
Rory Agundez	Apprentice III	Substitute	Academic Support and Innovations	\$18.00/hr	7/1/24	6/30/25
Ryan Zhou	Apprentice III	Substitute	STEM Learning Center	\$18.00/hr	7/1/24	6/30/25
Rylee Arispe	Facilities Event Support Assistant	Short-term	Athletics	\$25.00/hr	7/19/24	6/30/25
Samuel Litman	Apprentice III	Substitute	Academic Support and Innovations	\$18.00/hr	7/1/24	6/30/25
Sanaee Walker	Apprentice III	Substitute	Writing Center	\$18.00/hr	7/1/24	6/30/25
Sanaee Walker	GEAR UP Support Staff I	Short-term	GEAR UP	\$16.00/hr	7/19/24	6/30/25
Sandy Fernandez	Instructional Aide	Short-term	Workforce IOA	\$24.72/hr	7/19/24	6/30/25
Sarah Lopez	Apprentice II	Short-term	Chemistry	\$17.00/hr	8/1/24	6/30/25
Saul Gonzalez	Apprentice III	Short-term	STEM Learning Center	\$18.00/hr	7/8/24	6/30/25
Sicli Camarillo Gomez	Support Assistant, Noncredit Adult Ed	Substitute	Workforce IOA	\$26.20/hr	7/8/24	6/30/25

Simon Lagrange	Apprentice III	Substitute	STEM Learning Center	\$18.00/hr	7/1/24	6/30/25
Tania Khan	Campus Aide III	Short-term	Academic and Career Pathways	\$20.00/hr	7/1/24	6/30/25
Tanner Cope	Apprentice III	Short-term	Biotechnology	\$18.00/hr	7/1/24	6/30/25
Tereza Zafra-Lopez	Campus Aide III	Short-term	School Relations/Diversity Recruitment	\$20.00/hr	7/19/24	6/30/25
Teya Searles	GEAR UP Support Staff III	Short-term	GEAR UP	\$18.00/hr	7/19/24	6/30/25
Theodore Veteto	Apprentice III	Substitute	STEM Learning Center	\$18.00/hr	7/1/24	6/30/25
Tighe Osburn	Apprentice III	Substitute	Academic Support and Innovations	\$18.00/hr	7/1/24	6/30/25
Tomomi Maeda	Campus Aide II	Short-term	International Languages Lab	\$18.00/hr	8/1/24	5/23/25
Trysten Horner	Apprentice III	Substitute	Academic Support and Innovations	\$18.00/hr	7/1/24	6/30/25
Valerie Varela	Administrative Assistant to the Dean	Substitute	Counseling and Student Development	\$37.02/hr	7/1/24	6/30/25
Vanessa Vergara Castro	Apprentice III	Short-term	Biotechnology	\$18.00/hr	7/1/24	6/30/25
William Zaher	Apprentice III	Substitute	STEM Learning Center	\$18.00/hr	7/1/24	6/30/25
Xela Perez	Apprentice III	Substitute	Academic Support and Innovations	\$18.00/hr	7/1/24	6/30/25
Zilah Espinoza	Apprentice I	Short-term	Learning Centers	\$16.00/hr	7/1/24	12/14/24

RECOMMENDATION

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

Subject: Approve Classification of New Position and Job Description Career Education Grants Coordinator	Attachment: Job Description: Career Education Grants Coordinator
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/> Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The Career Education Grants Coordinator classification is necessary to support the district's Career Education grant work. The Career Education Grants Coordinator coordinates career education grants for an assigned manager or dean, overseeing grant and program applications, implementation, and completion of regional and statewide grants and partnerships. Develops and analyzes grant tracking systems, reporting narratives, and budgets. Provides expert pre- and post-award grants administration and management support, including application, compliance, reporting, conflict resolution, and daily operational coordination. Independently manages special projects and administrative processes and provides lead-level guidance to lower-level staff and direction to student employees.

There is a need to fill the position as soon as possible to support the Career Education grant work. Human Resources created a job description to reflect the duties of the position and determined a salary placement based on internal and external market data.

STATUS

Human Resources recommends to the superintendent/president, classification of range 26 for the Career Education Grants Coordinator, effective July 1, 2024.

RECOMMENDATION

Approve classification of new position and job description for Career Education Grants Coordinator, as stated above.



CAREER EDUCATION GRANTS COORDINATOR

Reports to: Associate Dean of Career Education

Dept: Career Education

Range: 26

FLSA: Nonexempt

EEO: Professional Non-faculty

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed by individual positions.

BASIC FUNCTION:

Under general supervision, coordinates career education grants for an assigned manager or dean, overseeing grant and program applications, implementation, and completion of regional and statewide grants and partnerships. Develops and analyzes grant tracking systems, reporting narratives, and budgets. Provides expert pre- and post-award grants administration and management support, including application, compliance, reporting, conflict resolution, and daily operational coordination. Independently manages special projects and administrative processes and provides lead-level guidance to lower-level staff and direction to student employees.

ESSENTIAL DUTIES & RESPONSIBILITIES:

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this classification.

1. Inclusion, Diversity, Equity & Accessibility
 - Demonstrate an inclusive approach by recognizing and addressing the diverse backgrounds, identities, and needs of students and employees, fostering an equitable and supportive educational and employment environment.
2. Grant Research and Proposal Development
 - Coordinate grant research and development, identify resources, and recommend partnerships.
 - Draft, edit, and submit multi-agency grant proposals and letters of inquiry.
 - Ensure proposals meet submission deadlines and track their status.
 - Interpret, apply, and comply with federal, state, and/or private foundation requirements and regulations.
3. Collaboration and Compliance
 - Collaborate with faculty, staff, and departments on pre- and post-award grant processes.
 - Coordinate grant projects and activities and make recommendations regarding adjustments to work plans and budgets.
 - Provide logistical support for project implementation and ensure compliance with audit and expenditure regulations.
 - Act as liaison between internal and external stakeholders, responding to information requests and ensuring actions are taken.
4. Budget Management and Financial Reporting
 - Develop, monitor, and analyze complex grant budgets and sub-budgets across fiscal years and overlapping grant performance periods.
 - Determine grant expense eligibility according to established policies, procedures, and grant contracts.

- Create and maintain systems and processes to track expenditures, encumbrances, and prepare cost forecasts.
 - Analyze financial close-out and budget rollover reports.
 - Prepare and submit financial and narrative reports, invoices, and budget forecasts for administration and grant partners.
5. Data Collection and Analysis
 - Maintain and audit local and state data collection systems.
 - Collect and report data on funding amounts, program types, and special populations.
 - Create, evaluate, and ensure accuracy of narratives, program descriptions, and outcome summaries.
 6. Personnel and Event Coordination
 - Coordinate personnel processes, including requisitions, onboarding, and payroll documentation.
 - Audit time and effort documentation and assist with resolution of payroll issues.
 - Arrange meetings and special events, including logistics and volunteer coordination.
 - Order supplies and equipment as needed.
 7. Administrative Support and Oversight
 - Oversee adherence to district policies regarding grant processes.
 - Develop and maintain forms, databases, and reports to support technical work.
 - Provide lead-level work direction to clerical staff and student workers, and update department websites and social media.
 8. Other Duties
 - Perform other related duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES:

1. Expertise in identifying, preparing, and submitting grant proposals to secure funding from local, state, and federal sources.
2. Knowledge of relevant laws, regulations, and guidelines governing grant applications, usage, and reporting to ensure compliance with funding requirements.
3. Proficiency in budget preparation, monitoring, and financial recordkeeping related to grant-funded projects.
4. Ability to research and identify potential grant opportunities that align with the college's strategic priorities and programmatic needs.
5. Strong written and verbal communication skills to effectively communicate grant objectives, requirements, and outcomes to stakeholders, including college administrators, faculty, and funding agencies.
6. Ability to create clear and persuasive proposals with attention to detail.
7. Ability to manage multiple grant projects simultaneously, including coordinating project activities, tracking timelines, and ensuring deliverables are met.
8. Capacity to cultivate and maintain positive relationships with funding agencies, community partners, and other stakeholders to enhance grant opportunities and collaborations.
9. Skill in analyzing data and performance metrics to assess the effectiveness of grant-funded programs and projects and inform decision-making.
10. Ability to work collaboratively with cross-functional teams, including faculty, staff, and administrators, to develop and implement grant-funded initiatives that align with institutional goals.
11. Capacity to identify challenges and obstacles related to grant implementation and develop creative solutions to address them.
12. Ability to contribute to the development of strategic plans and initiatives that leverage grant funding to advance the college's mission and priorities.
13. Commitment to staying informed about emerging trends, best practices, and changes in grant funding opportunities and regulations through professional development and networking.

EDUCATION AND EXPERIENCE:

Graduation from an accredited four-year college or university with a bachelor's degree and three years of progressively responsible grant coordination experience, at least two of which included grant development, grant writing and program development experience or comparable professional writing experience; or an equivalent combination of training and experience.

LICENSES AND OTHER REQUIREMENTS:

A valid California driver's license and the ability to maintain insurability under the district's vehicle insurance program.

WORK DIRECTION, LEAD AND SUPERVISORY RESPONSIBILITIES:

Lead-level work direction to lower-level staff, student employees and temporary staff.

CONTACTS:

District administrators, faculty, staff, students, partners, and the general public.

PHYSICAL EFFORT:

The physical efforts described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.




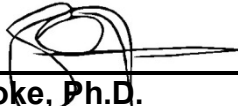
Primarily sedentary with intermittent standing, walking, bending and stooping; occasional light lifting and carrying of objects weighing up to 25 pounds; ability to work at a computer, including repetitive use of a computer keyboard, mouse and other control devices; ability to travel to a variety of locations on and off campus as needed to conduct district business.

EMOTIONAL EFFORT:

Ability to develop and maintain effective working relationships involving interactions and communications personally, by phone and in writing with a variety of individuals and/or groups from diverse backgrounds on a regular, ongoing basis; ability to work effectively under pressure on a variety of tasks concurrently while meeting established deadlines and changing priorities.

WORKING CONDITIONS:

Primarily business office environment; subject to frequent public contact and interruption; intermittent exposure to individuals acting in a disagreeable fashion; may work at any district location or authorized facility during day and/or evening hours with occasional evenings and/or weekends on an as-needed basis.

Subject: Ratify Memorandum of Understanding 24-02 with Academic Associate Faculty	Attachment: Memorandum of Understanding 24-02 with Academic Associate Faculty
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/> Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The District created the Cultural Curriculum Collective (“CCC”) during the 2020/21 academic year. The District determined that a need still exists for Juntos Podemos, a training program designed to meet the needs of the current Title V HSI grant objectives.

The District and Academic Associate Faculty have agreed to extend MOU 23-04 through the 2024/25 academic year.

STATUS

The District and the Academic Associate Faculty have negotiated the terms and conditions of the work to be performed and compensation to be paid and agreed to a memorandum of understanding.

RECOMMENDATION

Ratify Memorandum of Understanding 24-02 between the MiraCosta Community College District and Academic Associate Faculty.



MOU Between the
MiraCosta Community College District and
MiraCosta Community College District – Associate Faculty
24-02

This Memorandum of Understanding ("MOU") is entered into by and between the MiraCosta Community College District (hereinafter referred to as "District") and the MiraCosta College Academic Associate Faculty (hereinafter referred to as "MCCAAF") (hereinafter collectively referred to as the "Parties"), and is expressly made pursuant to the Educational Employment Relations Act and the current Collective Bargaining Agreement ("CBA"). The purpose of this Memorandum of Understanding is to allow for the specific project identified below:

- 1) The District created the Cultural Curriculum Collective ("CCC") during the 2020/21 academic year. The District determined that a need exists to convert the CCC to Juntos Podemos, a training program designed to meet the need of the current Title V HSI grant objectives.
- 2) The purpose of Juntos Podemos is to engage in a collaborative reflection and enhancement process for each faculty member's respective courses. The focus is on developing a pedagogy of *cariño*: culturally responsive, inclusive, and relevant materials that will guide the implementation of effective and equitable teaching practices through a lens of servingness. Faculty participants will review and identify elements among the Course Outline of Record, syllabus, course assignments, and/or methods of providing feedback to students that could be more inclusive and equity-focused, culminating in the creation of a presentation that showcases their work.
- 3) Juntos Podemos will be led by facilitators, not to exceed four per year ("Facilitators"). The Facilitators will be selected by the Vice President, Instructional Services ("VPIS"), in consultation with the Title V Project Director and Title V Activity Director.
- 4) Each Facilitator will be responsible for the design, instruction, facilitation, and project management of Juntos Podemos. The Facilitators will provide direction and leadership throughout the academic year to the Juntos Podemos participants. The Facilitators will meet monthly with the Title V Project Director or designee to provide an update on the progress of the participants. Each Facilitator will receive a stipend of \$4,000 upon completion of each annual cohort. Facilitators will be compensated no later than June 30 of each designated year upon written confirmation by the VPIS to the Payroll Manager.
- 5) The Facilitators will put out a call for faculty interested in participating in Juntos Podemos prior to the start of each Fall semester. The Facilitators and Title V Project and Activity Director will select faculty participants from a broad range of disciplines and departments of the college. The total cohort of faculty participants shall not exceed twenty-five (25) faculty members. Each faculty participant will make a commitment to

complete the project specified by Juntos Podemos training and project by the end of the designated academic year.

- 6) Each Juntos Podemos faculty participant will be required to complete a final presentation for this project. Faculty participants may be requested to present their project to the campus community, including to their respective departments, governance groups, or the Board of Trustees.
- 7) Each associate faculty member participating in Juntos Podemos shall receive a stipend of \$2,000 upon the conclusion of the project and submission of the final presentation to the Title V Project and Activity Director. This stipend will provide compensation for the faculty member's work in Juntos Podemos for the entire academic year. Faculty may also request FLEX in lieu of compensation.




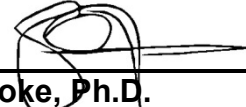
This agreement will become effective upon approval. It shall expire on June 30, 2025.

Sunita V. Cooke, Ph.D.

Krista Warren

Signature	Date
Superintendent/President	
MiraCosta Community College District	

Signature	Date
President	
MCC Academic Associate Faculty	

Subject: Ratify Memorandum of Understanding 24-03 with Academic Associate Faculty	Attachment: Memorandum of Understanding 24-03 with Academic Associate Faculty
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/> Charlie Ng Assistant Superintendent/Vice President, Human Resources	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The District began conducting on-going Core Competency Assessments in the spring of 2018. The assessments are required as part of the District's accreditation standards. Up to thirty-six (36) full-time and part-time faculty will participate in the assessments each semester during the assessment period.

STATUS

The District and the Academic Associate Faculty have negotiated the terms and conditions of the work to be performed and compensation to be paid and agreed to a memorandum of understanding.

RECOMMENDATION

Ratify Memorandum of Understanding 24-03, which will modify the 2021-2024 MiraCosta Community College District and Academic Associate Faculty Agreement.



MOU Between the
MiraCosta Community College District and
MiraCosta Community College District – Faculty Assembly
24-03

This agreement extends MOU 22-02 to allow for the following project:

- 1) The District began conducting ongoing Core Competency Assessments in spring 2018. There is a need to continue this work during 2024/25 academic year.
- 2) The Outcomes and Assessment Committee shall put out a call for participation and appoint up to thirty-six (36) faculty members total to participate in the Core Competency Assessment each semester.
- 3) As part of an assessment team, each faculty member engaging in a Core Competency Assessment shall undertake the following responsibilities:
 - a. Planning and preparation, including selecting and discussing assessment instruments;
 - b. Collaboratively reviewing and norming the relevant VALUE rubric;
 - c. Administering assessments to their students and scoring their respective assessments using the rubric;
 - d. Meeting to discuss the results and collaboratively identifying key findings; and
 - e. Contributing to an evaluation of the process and recommendations for future assessments.
- 4) Each Associate Faculty member participating in the Core Competency Assessment shall be compensated at their respective non-teaching hourly rate of compensation as specified in section 17.3 of the Academic Associate Faculty collective bargaining agreement.
- 5) Each Associate Faculty member shall submit an hourly timesheet for the actual hours worked on the project, not to exceed fourteen (14) hours per assessment. All timesheets must be submitted upon the conclusion of the project.




This agreement will become effective upon approval. It shall expire on June 30, 2025.

Sunita V. Cooke, Ph.D.

Krista Warren

Signature	Date
Superintendent/President	
MiraCosta Community College District	

Signature	Date
President	
MCCAAF	

Subject: Approve Updates and Modifications of the Collective Bargaining Agreement Between the MiraCosta Community College District and the MiraCosta College Faculty Assembly	Attachment: <u>District/Faculty Assembly Agreement for the Period July 1, 2022 – June 30, 2025</u>
Category: Action Items	Type of Board Consideration: <div style="text-align: center;">  Information Consent Action </div>
Recommended:  <hr/> Charlie Ng, Vice President Business and Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND


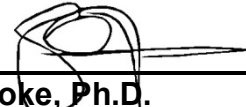
The collective bargaining agreement between the MiraCosta Community College District and the MiraCosta College Faculty Assembly has been modified to incorporate MOU language and to update any reference to Faculty Directors by replacing with the new Faculty Coordinator title.

STATUS

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

RECOMMENDATION

Approve updates and modifications to the Collective Bargaining Agreement between the MiraCosta Community College District and the MiraCosta College Faculty Assembly.

Subject: Approve Reclassification of Existing Positions	Attachment: None
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information <input checked="" type="checkbox"/> Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 <input checked="" type="checkbox"/> 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 Classification Review Committee (CRC) reviewed the job descriptions, Requests for Classification Review, and internal and external market data resulting in the following compensation recommendations.

STATUS

The CRC Appeals Committee recommended to the superintendent/president the reclassification of position number P-00165, Facilities Assistant (Range 21) to Facilities and Civic Center Events Coordinator (Range 26), effective July 1, 2024. This results in an approximate increase of \$12,152 in salary and \$3,756 in statutory benefits for the first year.

The CRC Appeals Committee recommended to the Superintendent/President the reclassification of position numbers P-00185, Grounds Supervisor (Range 30) to Grounds and Transportation Manager (Range 37), effective July 1, 2024. This results in an approximate increase of \$22,759 in salary and \$8,012 in statutory benefits for the first year.

RECOMMENDATION

Approve reclassification of existing positions, as stated above.

Subject: Approve African Diaspora Education Summit Attendance in Ghana, Africa – Fall 2024	Attachment: Summit Schedule
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> Goal 1 Goal 2 Goal 3 Goal 4 </div>
Recommended: <hr style="width: 100%; border: 0.5px solid black;"/> Sunita V. Cooke, Ph.D. Superintendent/President	Approved for Consideration: <hr style="width: 100%; border: 0.5px solid black;"/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

In compliance with Board Policy 7400, Employee Travel, MiraCosta Assistant Superintendent/Vice President of Student Services Dr. Alketa Wojcik, Director of Student Success and Equity Kristina Londy, and Sociology Department Chair Dr. Bruce Hoskins are requesting approval to travel to Ghana, Africa, from September 23 through October 6 to attend the African Diaspora Education Summit.

STATUS

The purpose of this trip is to attend the African Diaspora Education Summit held in Accra and Cape Coast, Ghana sponsored by the African American Male Education Network (A²MEND). MiraCosta College will be sending a team of seven, which includes four Umoja students, with the goal of connecting with other institutions across the diaspora, exploring opportunities for both students as well as faculty and staff to participate in abroad opportunities in Africa, and learning about African-centered education and pedagogy.

RECOMMENDATION

Pre-approve the out-of-country travel for Dr. Alketa Wojcik, Kristina Londy, and Dr. Bruce Hoskins to Accra, Ghana, from September 23, 2024 through October 6, to attend the African Diaspora Education Summit, with a not to exceed cost of \$30,000.



ALL AFRICAN DIASPORA EDUCATION Summit

"COLONIZATION TO SOVEREIGNTY:

The Future of Educating the African Diaspora

Wednesday, September 25

Travel Day

Thursday, September 26

10:00am – 5:00pm Registration and Networking

Friday, September 27

Breakfast provided at Summitt Hotels

8:30am – 11:30am Opening Summitt Program

Lunch on own

1:00pm -5:00pm Break-out Sessions

7:00pm- 9:00pm Opening Reception

Saturday, September 28

Breakfast provided at Summitt Hotels

8:00am – 5:00pm Research Field Experiences

Nkrumah Museum

Dubois Museum

National Center for Arts & Culture

National Museum

Jamestown

6:30pm- 9:00pm Reflect, Integrate, Implement Session (RII)

Sunday, September 29

Breakfast provided at Summitt Hotels

Research Field Experiences

Community Engagement with local Tribes/ Villages

Ewe

Dangbe

Akan

Ga

Guam





Fante

Akyim

Reflect, Integrate, Implement Session (RII)

Monday, September 30 – UNIVERSITY OF GHANA
Breakfast provided at Summitt Hotels
Mini-Education Summit Education Day at University of Ghana
Community Lunch provided
Tuesday, October 1 – Departures from Accra
Breakfast provided at Summitt Hotels
AM Departures to Cape Coast
Lunch Provided
Walk the Walk of our Ancestors - Assin Manso (Last Bath)
Community Dinners at Summitt Hotels
Independent reflection and journaling
Wednesday, October 2
Breakfast provided at Summitt Hotels
<i>Resurrection Day</i>
Elmina and Cape Coast Dungeons
1:30pm-3:00pm Reflect, Integrate, Implement Session (RII)
Community lunch provided

4:00pm	Tour A2MEND land - Planting Ourselves Back
Thursday, October 3	
Breakfast provided at Summitt Hotels	
9:00am – Reflect, Integrate, Implement Session (RII)	
Lunch Provided	
1:00pm - Afternoon departure to Accra	
Friday, October 4	
Breakfast provided at Summitt Hotels	
9:00am – 1:00pm Strategy and Implementation Day	
Independent Group Work- Final Presentation Preparation	
Saturday, October 5	
8:30am – 12:30pm Group Presentations/ Closing Ceremony	
Sunday, October 6	
Departures	

Subject: Approve Superintendent/President Sabbatical Leave Request	Attachment: None
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent  Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> 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

In accordance with the superintendent/president employment contract, the administrator may request a sabbatical leave, subject to the approval of the board of trustees.




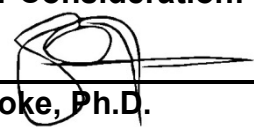
STATUS

Superintendent/President Sunny Cooke has requested to take a sabbatical leave. The term of the sabbatical leave is from November 22, 2024, through January 10, 2025. In conversation with the full board, the sabbatical leave is intended for Dr. Cooke to reflect, reframe, and refresh.

The administrator has met all eligibility requirements to request a sabbatical leave, including having rendered at least six consecutive years of service in the position of superintendent/president serving the MiraCosta Community College District preceding the granting of leave, having an agreement to render service to the district equal to twice the period of leave upon return from sabbatical leave, and will furnish a suitable bond to the board upon approval of a sabbatical leave request.

RECOMMENDATION

Approve superintendent/president sabbatical leave request, as detailed above.

Subject: Approve Amendment Three (3) with Gensler for Facilities Futures Plan	Attachment: <ul style="list-style-type: none"> • Amendment 3 • Amendment 2 • Amendment 1 • Professional Services Agreement
Category: Consent Items	Type of Board Consideration: <div style="text-align: center;">  </div> <div style="display: flex; justify-content: space-around;"> Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="text-align: center;">  </div> <div style="display: flex; justify-content: space-around;"> 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

In April 2022, the district entered into an agreement with M. Arthur Gensler Jr. & Associates, Inc. ("Gensler") to provide phase one development work to revise the district's facilities plan in an amount not to exceed \$53,000. The agreement was amended to include phase two work and long-range visionary facilities planning in January 2023 (Amendment 1) and July 2023 (Amendment 2), respectively. District staff have identified a need to amend the agreement again (Amendment 3) to extend the terms of the agreement to December 31, 2024, and add the final phase, which will include sharing the draft recommendations with the district's governance groups and delivery of the final Facilities Futures Plan (FFP).

STATUS

Per the district's AP6340, all contracts valued at more than the current Public Contract Code formal bid level (\$114,500.00), will be presented to the board for prior approval. In addition, Government Code Section 53060 "Special Services and Advice" states: "The legislative body of any public or municipal corporation or District may contract with and employ any persons for the furnishings to the corporation or district special services and advice in financial, economic, accounting engineering, legal or administrative matters if such persons are specially trained and experienced and competent to perform the special services required". Gensler's fees for the facilities master plan were as follows:

Original Professional Services Agreement	\$53,000
Amendment 1	\$50,000
Amendment 2	<u>\$298,000</u>
Total:	\$401,000

The additional scope outlined in amendment three includes participating in college meetings to share draft recommendations (open forums, shared governance meetings, and the Executive Management Team), developing the FFP for review and finalization, and attending and/or presenting the final FFP to the board for approval, for an additional amount not to exceed \$76,000, increasing the total not to exceed contract amount to \$477,000.

Funds are budgeted within the district's Measure MM budget.

RECOMMENDATION

Authorize the assistant superintendent/vice president, administrative services to proceed with amendment three to Professional Services Agreement MMC0220013 with Gensler to extend the term of the agreement for an added compensation of \$76,000, for an updated not to exceed amount of \$477,000.

Subject: Approve FF&E for the Oceanside Campus New Media Arts Building Project	Attachment: None
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: 30%; margin: 0 auto;"/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration: <hr style="width: 30%; margin: 0 auto;"/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

As part of the Measure MM bond program, the purchasing of furniture, fixtures and equipment (“FF&E”) is needed in association with new construction and renovation projects. The instant need for FF&E, specifically office storage cabinets, seating, desks, and miscellaneous items, is related to the Oceanside Campus New Media Arts Building project (“Project”).

STATUS

California Public Contract Code section 20652 allows public agencies to utilize bids awarded by other public agencies (also known as “cooperative purchase agreements”) 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.

To purchase the above listed FF&E for the Project, the district has elected to use a cooperative purchase agreement with Allsteel, Inc./OMNIA Partners (“Allsteel”) that was approved by the Board of Directors of the Region 4 Education Service Center in Houston, Texas (“ESC”) on behalf of itself and other government agencies and non-profits made available through OMNIA Partners, as well the College Buys agreement with Krueger International, Inc. (KI) available via the Foundation for California Community Colleges, as the pricing and terms of these referenced agreements have proven to be in the best interest of the district.

The total cost of purchasing the subject FF&E is \$375,000, which was derived from the pricing matrix within the above referenced Allsteel and KI agreements and is broken down as follows:

Project Name	Associated Cost	Supplier
OCN New Media Arts Building	\$135,000	Allsteel
OCN New Media Arts Building	\$240,000	KI




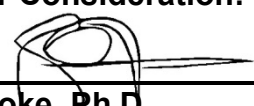
Because Public Contract Code section 20652 does not permit the district to obtain construction services via this procurement method, district staff plans (1) to retain Allsteel to install the FF&E purchased from Allsteel via a Public Works Agreement in an amount not to exceed \$4,066.40; and (2) retain KI to install the FF&E purchased from KI via a Public Works Agreement in an amount not to exceed \$19,074.00 as permitted by the Uniform Public Construction Cost Accounting Act, Public Contract Code sections 22000—22045, which the district has previously adopted.

The cost of the FF&E and installation services are included as part of the Project budget.

RECOMMENDATION

Given the foregoing, district staff and the Program Management Office recommend and request that the board take the following actions:

- 1) Approve the use of a cooperative purchase agreement with Allsteel, Inc./OMNIA Partners for the purchase of FF&E at a cost of \$135,000.
- 2) Approve the use of a cooperative purchase agreement with Krueger International, Inc./College Buys for the purchase of FF&E at a cost of \$240,000.
- 3) Approve the award of a Public Works Agreement to Allsteel, Inc. in an amount not to exceed \$4,066.40 as permitted by the Uniform Public Construction Cost Accounting Act Public Contract Code sections 22000—22045, for the installation of the above referenced FF&E purchased from Allsteel, Inc.
- 4) Approve the award of a Public Works Agreement to Krueger International, Inc. in an amount not to exceed \$19,074 as permitted by the Uniform Public Construction Cost Accounting Act Public Contract Code sections 22000—22045, for the installation of the above referenced FF&E purchased from Krueger International, Inc.

Subject: Approve Agreement with Dovetail for Furniture, Fixtures & Equipment Coordination Services for B4500 Renovation	Attachment: <u>Dovetail Project Proposal</u>
Category: Consent Items	Type of Board Consideration: <div style="text-align: center;">  Information Consent Action </div>
Institutional Goals: <u>mcc_mission_statement.pdf (miracosta.edu)</u>	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

The district's bond team has identified the need for professional services from Dovetail for furniture, fixtures and equipment (FF&E) coordination of the B4500 renovation project. Services will include, but are not limited to, space planning, move, and AV/IT management services.

STATUS

Government Code Section 53060 "Special Services and Advice" states: "The legislative body of any public or municipal corporation or District may contract with and employ any persons for the furnishings to the corporation or district special services and advice in financial, economic, accounting engineering, legal or administrative matters if such persons are specially trained and experienced and competent to perform the special services required".



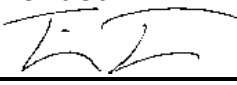
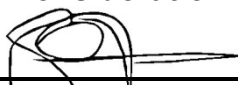
Dovetail's fees for the B4500 renovation project are as follows:

Phase I	\$105,927
Phase 2	<u>\$103,405</u>
Total:	\$209,332

Funds are budgeted within the district's Facilities Fund 41.

RECOMMENDATION

Authorize the vice president, administrative services to enter into an agreement with Dovetail for space planning, move, and AV/IT management services for the B4500 renovation project for \$209,332.

Subject: Approve Purchase of Additional Hotspots and Broadband Internet Services for Online Learning	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 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.

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.

District staff have determined a need for an additional 100 hotspots units, with a total annual not to exceed cost of \$20,000. This results in an additional \$60,000 for the remaining contract term, with a new total contract value not to exceed \$560,000.

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, in an amount not to exceed \$560,000.

Subject: Approve Purchase of VMWare Virtualization Technology	Attachment: Trace3 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/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

The district implemented VMWare in 2009 as its on-premises virtualization technology for enterprise servers hosting most of its enterprise applications. VMWare includes software-defined services for computing resources, load balancing, networking, and firewall security.

STATUS




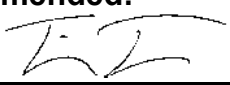

California Public Contract Code section 20652 allows public agencies to utilize bids awarded by other public agencies (also known as “piggyback”), obtaining the same price and the same terms and conditions as the awarding agency when the awarding agency follows the statutory criteria for competitive 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 CMAS Contract #3-18-70-2858D with Trace3 to provide the lowest cost and best overall value.

The current renewal term is August 1, 2024 – July 31, 2025, at a total cost of \$142,265.04.

Funds to renew VMWare have been identified within the Information Technology Services operating budget.

RECOMMENDATION

Authorize the director of purchasing and material management to proceed with the procurement of the VMWare virtualization technology with Trace3 in the amount of \$142,265.04, in accordance with the terms and conditions of CMAS Contract #3-18-70-2858D.

Subject: Approve Annual Military Equipment Report	Attachment: Military Equipment Report
Category: Consent Item	Type of Board Consideration: <div style="display: flex; justify-content: space-around; align-items: center;"> Information <div style="text-align: center;">  Consent </div> Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  Goal 1 </div> <div style="text-align: center;"> Goal 2 </div> <div style="text-align: center;">  Goal 3 </div> <div style="text-align: center;"> Goal 4 </div> </div>
Recommended:  <hr/> Tim Flood Assistant Superintendent/Vice President, Administrative Services	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

As part of AB481, the board must approve and review annually its military equipment policies and be provided with an annual updated inventory of military equipment.

STATUS

Government Code 7072. states: “(a) A law enforcement agency that receives approval for a military equipment use policy pursuant to Section 7071 shall submit to the governing body an annual military equipment report for each type of military equipment approved by the governing body within one year of approval, and annually thereafter for as long as the military equipment is available for use. The law enforcement agency shall also make each annual military equipment report required by this section publicly available on its internet website for as long as the military equipment is available for use. The annual military equipment report shall, at a minimum, include the following information for the immediately preceding calendar year for each type of military equipment:

- (1) A summary of how the military equipment was used and the purpose of its use.
- (2) A summary of any complaints or concerns received concerning the military equipment.
- (3) The results of any internal audits, any information about violations of the military equipment use policy, and any actions taken in response.
- (4) The total annual cost for each type of military equipment, including acquisition, personnel, training, transportation, maintenance, storage, upgrade, and other ongoing costs, and from what source funds will be provided for the military equipment in the calendar year following submission of the annual military equipment report.



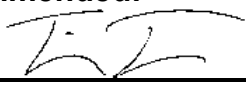
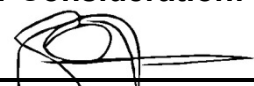
- (5) The quantity possessed for each type of military equipment.
 - (6) If the law enforcement agency intends to acquire additional military equipment in the next year, the quantity sought for each type of military equipment.
- (b) Within 30 days of submitting and publicly releasing an annual military equipment report pursuant to this section, the law enforcement agency shall hold at least one well-publicized and conveniently located community engagement meeting, at which the general public may discuss and ask questions regarding the annual military equipment report and the law enforcement agency's funding, acquisition, or use of military equipment.

The equipment report for each type of military equipment approved by the board is attached and posted on the district website: <https://www.miracosta.edu/administrative/college-police/docs/transparency/1.pdf>, as required.

The MiraCosta College Police Department policy on Military Equipment, Policy 706, may be found in the MiraCosta CC PD Policy Manual, posted on the district website: <https://miracosta.edu/administrative/college-police/docs/transparency/11.pdf>. The purpose of the policy is to provide guidelines for the approval, acquisition, and reporting requirements of military equipment as outlined in Government Code § 7070; § 7071; and § 7072.

RECOMMENDATION

Approve Annual Military Equipment Report as presented.

Subject: Ratify and Approve Contracts and Purchase Orders	Attachment: Contract and Purchase Order Ratification List
Category: Consent Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent  Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;"> 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 = \$114,500.00), 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 latest monthly summary of the contracts and purchase orders for the board's ratification and approval as a consent item is attached.

RECOMMENDATION

Ratify and approve contracts and purchase orders, as listed in the attachment.

Contract and Purchase Order Ratification List
May 23, 2024 - June 24, 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
24002581	Dreamscape Landscape & Maintenance	CDC Play Yard Demolition (Fac)	\$21,211.00

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
24002551	salesforce.com, Inc.	Renewal Software (ITS)	\$65,000.40
24002582	Vaughn Irrigation Services Inc	Equipment/Supplies (Fac)	\$59,052.62
24002500	Trace3	Renewal Software (ITS)	\$47,982.00
24002492	Modern Campus	Renewal Software (Comm Ed)	\$40,504.00
24002448	ePlus Technology, Inc.	Equipment (Fac)	\$33,232.75
24002219	CDW Government Inc	Data Center Equipment (ITS)	\$25,294.84

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
24002443	Trace3	Renewal Software (ITS)	\$23,982.50
24002063	Strata Information Group	Contract Services (Std Sup)	\$16,250.00
24002255	CulinArt Group	Food (Std Eq)	\$14,952.04
24002340	Waxie Sanitary Supply	Equipment (Fac)	\$10,315.71
24002560	Malwarebytes	Renewal Software (ITS)	\$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
24002417	Waxie	Supplies (Fac)	\$7,970.08
24002327	Air Filter Supply a California Corporation	Supplies (Fac)	\$5,598.56
24002205	WestEd	Contract Services (Biotech)	\$5,417.00
24002356	Justin Nunez	Contract Services (PIO)	\$5,225.00

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
23004704	Southern Contracting Company	Repairs (Fac)	\$5,414.78
23002360	SC Commercial, LLC	Blanket PO (Fac)	\$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.

Construction Contract Change Orders			
PO #	Vendor	Description	Amount
	No Entries this Month		

Total Contract Expenditures: \$402,403.28			
Ratify MCC purchase orders 24002007 through 24002606			

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
24000076_SCON	Vista Unified School District	VUSD Drivers Training MOU (TCI)	\$0.00
24000077_SCON	Feeding San Diego	Agency Partner Agreement (SAN)	\$0.00
24000078_SCON	Feeding San Diego	Agency Partner Agreement (CLC)	\$0.00
24000083_SCON	Constitution Laboratories LLC	ExLENT Employment Agreement	\$0.00
24000084_SCON	Point Loma Nazarene University	PLNU Clinical Affiliation Agreement	\$0.00
24000092_SCON	Open Biopharma Training Institute, Inc.	ExLENT Employment Agreement	\$9450.00

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
24000086_SCON	Empowering Latino Futures	Latino Book Festival	\$0.00

Capital Improvement Program Contract and Purchase Order Ratification List May 23, 2024 – June 24, 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
	No Entries This Period		

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
24002180	ePlus Technology, Inc.	04203 Dovetail ODT followed by ePlus Quote #MCC-CHEMBIO-041224 for Network Equipment and WAPs.	\$258,295.33
24002578	ePlus Technology, Inc.	04215 Media Arts Network Equipment and WAPs. (OC)	\$112,579.64
24002576	Waxie Sanitary Supply	Internal Memo 04216 Waxie Big Belly Trash and Recycling Stations. Requested by Facilities. (OC)	\$46,485.79
24002577	CDW Government, Inc.	04202 Chem Bio UPS Equipment (OC)	\$33,365.16

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
24002472	Botsford Construction, Inc.	04216 Miscellaneous Library Improvements (OC)	\$20,620.00

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 \$0 - \$9,999			
PO #	Vendor	Description	Amount
24002469	Medline Industries, LP	04201 Storage of medical equipment (OCN)	\$7,945.00
24002579	DLR Group Inc	04206 Campus-wide Signage Standards, design intent document. (OC)	\$7,875.00
24002575	Stanley Steemer	04216 Cleaning of the Library (OC)	\$7,257.30
24002605	Window Shine Professional Service	04216 Window Cleaning for Library (OC)	\$2,930.00
24002468	ABC School Equipment Inc	04216 PVS Quote SQ_046739-1 for (2) 4'x4' Tackboards (OC)	\$487.21

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
23004990	Cauvel & Dacey P.C	Legal Services	\$71,855.00
23003445	Jason Maletic	04202 Change Order 1 (OCN)	\$51,073.00
23003444	DLR Group Inc	04206 Change Order 1 (OCN)	\$29,750.00
23004145	Vital Inspection Services Inc	04216 Change Order 1 (OCN)	\$25,214.40
23003360	M Arthur Gensler Jr & Associates Inc	03722 Change Order 2 (OCN)	\$12,400.00

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
23003443	Rudolph and Sletten	04205 Change Order 7 (OCN)	\$750,000.00
23003643	Swinerton Builders	04203 Change Order 51 (OCN)	\$156,313.00
23003643	Swinerton Builders	04203 Change Order 52 (OCN)	\$68,550.00
23003448	Balfour Beatty Construction LLC	04215 Change Order 20 (OCN)	\$39,201.00
23003643	Swinerton Builders	04203 Change Order 49 (OCN)	\$28,314.00
23003450	Level 10 Construction	04216 Change Order 12 (OCN)	\$23,803.00
23003448	Balfour Beatty Construction LLC	04215 Change Order 16 (OCN)	\$5,472.00

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item IX.I (10/19/17); and other applicable laws, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-17-001 is \$35,593,000.

MM-17-002 – Geotechnical Engineering Task Orders			
Contract #	Other Party	Description	Amount
	No Entries This Period		

MM-17-002 – Geotechnical Engineering Task Change Orders			
Contract #	Other Party	Description	Amount
	No Entries This Period		

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item IX.K (10/19/17); and other applicable law, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-17-001 is \$1,200,000.

MM-17-003 – Civil Engineering Task Orders			
Contract #	Other Party	Description	Amount
	No Entries This Period		

MM-17-003 – Civil Engineering Task Change Orders			
Contract #	Other Party	Description	Amount
	No Entries This Period		

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item VIII.K (06/13/19); and other applicable law, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-19-012 is \$2,252,892.

MM-17-012 – Commissioning Services Task Orders			
Contract #	Other Party	Description	Amount
	No Entries This Period		

MM-17-012 – Commissioning Services Task Change Orders			
Contract #	Other Party	Description	Amount
	No Entries This Period		

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item VIII.L (06/13/19); and other applicable law, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-19-013 is \$6,663,954.

MM-19-013 – Inspector of Record Task Orders			
Contract #	Other Party	Description	Amount
	No Entries This Period		





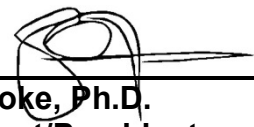
MM-19-013 – Inspector of Record Task Change Orders			
Contract #	Other Party	Description	Amount
	No Entries This Period		

In accordance with Government Code Sections 4526, 4527, and 53060; and Education Code Sections 81655 and 81656, applicable district policies regarding professional service procurements; and Board Agenda Item VIII.M (06/13/19); and other applicable law, the following transactions were entered into and approved by the vice president, administrative services. The total approved funding authority under MM-19-014 is \$6,193,914.

MM-19-014 – Special Inspection Task Orders			
Contract #	Other Party	Description	Amount
	No Entries This Period		

MM-19-014 – Special Inspection Task Change Orders			
Contract #	Other Party	Description	Amount
	No Entries This Period		

Total Contract Expenditures: \$1,759,785.83			
Ratify purchase orders — 24002180, 24002578, 23004990, 24002576, 24002577, 24002472, 24002469, 24002579, 24002575, 24002605, 24002468			
Ratify purchase orders (Task Orders) — N/A			
Ratify purchase orders (Contracts) — N/A			

Subject: Adopt Resolution No. 1-24/25 – Excuse Board Member Absence	Attachment: Resolution No. 1-24/25 – Excuse Board Member Absence
Category: Action Items	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent Action  </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;">  Goal 1 Goal 2  Goal 3  Goal 4 </div>
	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Board Policy 2725–Board Member Compensation and Education Code section 72024 establish that a board member may be paid for any meeting when absent if the board by resolution excuses the absence for performance of services for the community college district outside the board meeting, illness, jury duty, or a hardship deemed acceptable to the board.

STATUS

Trustee Frank Merchat was absent from the workshop and regular business meeting of the MiraCosta Community College District Board of Trustees on June 13 and June 20, 2024, respectively, due to a hardship deemed acceptable to the board.

RECOMMENDATION

Adopt Resolution No. 1-24/25, excusing the absence of Trustee Frank Merchat from the workshop on June 13, 2024, and the regular meeting on June 20, 2024.

**MIRACOSTA COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 1-24/25**

EXCUSE BOARD MEMBER ABSENCE

WHEREAS, Trustee Frank Merchat was absent from a workshop on June 13, 2024, and a regular meeting on June 20, 2024, of the MiraCosta Community College District Board of Trustees, due to a hardship deemed acceptable to the board.

NOW, THEREFORE, BE IT RESOLVED by the MiraCosta Community College District Board of Trustees that the above-noted absence of Trustee Merchat is excused and that, in accordance with the applicable provisions of Education Code section 72024, no reduction in monthly compensation will be made for the absence.

PASSED AND ADOPTED by the Board of Trustees of the MiraCosta Community College District of San Diego County, California, this 18th day of July 2024, by the following vote, which constitutes a majority of the Board of Trustees:

AYES:

NOES:






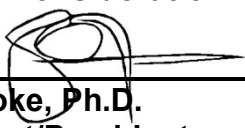
ABSTAINING:

ABSENT:

STATE OF CALIFORNIA)
)
SAN DIEGO)

I, Sunita V. Cooke, Ph.D., Secretary of the Board of Trustees of the MiraCosta Community College District, do hereby certify that the foregoing is a full, true, and correct copy of the resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Secretary of the Board of Trustees

Subject: Board Policy 4025B BP – Philosophy and Criteria for Baccalaureate Degree and General Education	Attachment: Board Policy 4025B BP – Philosophy and Criteria for Baccalaureate Degree and General Education
Category: Board Policies – Second Read	Type of Board Consideration: <div style="display: flex; justify-content: space-around;"> Information Consent Action  </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div style="display: flex; justify-content: space-around;">  Goal 1  Goal 2  Goal 3  Goal 4 </div>
	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Board policies and administrative procedures receive periodic review. New board policies and revisions to board policies are presented to the board of trustees for review and approval.

STATUS

A review of edits to Board Policy to 4025B BP – Philosophy and Criteria for Baccalaureate Degree and General Education has been completed and approved by College Council. The policy is now presented for adoption by the board.

Administrative Procedure 4025B is provided for information only.

RECOMMENDATION

Adopt Board Policy 4025B.

MiraCosta Community College District baccalaureate degree program is consistent with the college mission, vision, and core values.

The awarding of a baccalaureate degree is intended to represent more than an accumulation of units. It is to symbolize a successful attempt on the part of the college to lead students through **The baccalaureate program provides a framework within which students complete** patterns of learning experiences designed to develop progressively higher-level capabilities and insights **to support their academic and career goals. Among these capabilities and insights are skills and competencies that comprise a general education curriculum.**

- A. Lower-division general education courses introduce students to the variety of means through which people comprehend the modern world by providing opportunities for students to engage with the arts and humanities, sciences, mathematics, and social sciences. It ensures students who receive their degrees have mastered principles, concepts, and methodologies both unique to and shared by the various disciplines.
- B. Upper-division general education courses integrate biotechnology concepts within at least two disciplines outside the major. These courses are intended only for students enrolled in the baccalaureate program.

Students in the MiraCosta College baccalaureate program must complete 37-to-41 semester units of lower-division and 9 semester units of upper-division general education coursework in accordance with Board Policy 4100B: Graduation Requirements for the Baccalaureate Degree.

Students graduating with a baccalaureate degree shall also possess sufficient depth in the field of applied biomanufacturing to contribute to entry-level career positions within the region. This depth is provided through the completion of 24 lower-division and 34 upper-division semester units in the major in accordance with Board Policy 4100B: Graduation Requirements for the Baccalaureate Degree. Upper-division courses in the major require lower-division knowledge and apply that knowledge as demonstrated measures of critical thinking through writing, oral communication, or computation.

~~In addition to these accomplishments, the student shall possess sufficient depth in the field of biomanufacturing to contribute to entry level career preparation and lifetime interest.~~

~~The MiraCosta Community College District General Education Program promotes skill development and knowledge acquisition through the study of ideas, the analysis of data, and the interpretation of issues and events. Students completing the MiraCosta Community College District General Education Program are systematic, critical, creative thinkers and clear communicators who are intellectually curious, culturally and~~

~~scientifically literate, civic-minded, and aesthetically appreciative. These students are able to demonstrate the following:~~

- ~~A. — A broad understanding of mathematics, science, social science, humanities, and the arts.~~
- ~~B. — Effective communication in oral and written form.~~
- ~~C. — A multicultural, global perspective.~~
- ~~D. — Critical thinking skills that apply analytical and creative approaches to problem solving.~~
- ~~E. — The ability to adapt to new environments and technologies.~~
- ~~F. — Social awareness and responsibility as a participating member of society.~~

~~In modifying its general education program, the MiraCosta Community College District will continue to seek coherence and integration among the separate requirements, and to establish a general education program that actively involves students in examining values inherent in proposed solutions to major social problems.~~

The superintendent/president shall establish procedures to assure that courses used to meet upper-division general education and baccalaureate degree requirements meet the standards in this policy. These procedures shall provide for appropriate Academic Senate involvement.

MiraCosta Community College District

Page x of x

Adoption History: 6/22/16

Periodic Review: 6/22/23

References: Title 5, §§55009, 55060
ACCJC Standard 2.1, 2.3

CCLC Update: --

Steering: C&P CPC / AS

Baccalaureate Degree

Students graduating with a baccalaureate degree from MiraCosta College shall possess sufficient depth in the field of applied biomanufacturing to contribute to entry-level career positions within the region. This depth will be provided through the completion of at least 24 lower-division and 34 upper-division semester units in the major. The college catalog will clearly differentiate upper-division and lower-division coursework.

Upper-division courses will be open only to students enrolled in the baccalaureate degree program.

- A. Upper-division courses will require lower-division knowledge and apply that knowledge as demonstrated measures of critical thinking through writing, oral communication, or computation.
- B. Upper-division courses will typically have prerequisites that have been established using content review of the entry skills necessary to be successful as outlined in the California Code of Regulations.
- C. Upper-division courses may encompass research elements, workforce training, apprenticeships, internships, practicum, or capstone projects.

The Courses and Programs Committee (CPC) determines which courses can be used to implement the district's goals for the baccalaureate degree. The course approval process is detailed in the Courses and Programs Committee Handbook.

Lower-Division General Education

Students in the baccalaureate program must complete 37-to-41 semester units of lower-division general education as part of the lower-division course requirements for the baccalaureate degree. Students may satisfy this requirement by completing one of the following:

- A. The California State University General Education (CSU-GE) Breadth pattern (Plan B)
- B. The Intersegmental General Education Transfer Curriculum (IGETC) pattern (Plan C).
- C. A bachelor's degree from an institution accredited by an agency recognized by the U.S. Secretary of Education.

MiraCosta Community College District**Page 1 of 4**

Effective Date: 4/8/16, 10/4/18, 6/17/21, 5/16/24
References: Title 5, §§55009, 55060 et seq.
34 Code of Federal Regulations Part 602
ACCJC Standards 2.1, 2.3
CCLC Update: --
Steering: CPC / AS

Students enrolled in the baccalaureate program who have not completed the CSU-GE or IGETC pattern must complete any remaining CSU-GE or IGETC Areas.

Placement of courses on CSU-GE and IGETC is governed by the California State University (CSU) and University of California (UC) and will be in accordance with CSU and UC transfer submission and acceptance policies.

Lower-division general education courses for the baccalaureate degree will fulfill the following criteria related specifically to the designated CSU-GE or IGETC Area:

- A. CSU-GE Area A, English Language Communication & Critical Thinking; IGETC Area 1, English Composition

Courses emphasize development of students' communication and reasoning skills. These areas require coursework in communication in the English language, to include both oral and written communication. Critical-thinking courses will develop the students' abilities to analyze, criticize, and advocate ideas; to reason inductively and deductively; and to reach well-supported factual or judgmental conclusions.

- B. CSU-GE Area B1-3, Scientific Inquiry & Quantitative Reasoning; IGETC Area 5, Physical & Biological Sciences

Courses will develop the student's knowledge of scientific theories, concepts, and data about both living and nonliving systems. Students will achieve an understanding and appreciation of scientific principles and the scientific method, as well as the potential limits of scientific endeavors and the value systems associated with human inquiry.

- C. CSU-GE Area B4 and IGETC Area 2, Mathematical Concepts & Quantitative Reasoning

Courses will be designed so that students will not just practice computational skills, but will be able to explain and apply basic mathematical concepts and will be able to solve problems through quantitative reasoning.

- D. CSU-GE Area C and IGETC Area 3: Arts & Humanities

Courses will cultivate and refine students' affective, cognitive, and physical faculties through studying great works of the human imagination. Courses will encourage students to analyze and appreciate works of philosophical, historical, literary, aesthetic, and cultural importance from Western and non-Western perspectives. Activities may include participation in aesthetic, creative experiences. Courses that primarily focus on skill development will be excluded.

- E. CSU-GE Area D and IGETC Area 4: Social & Behavioral Sciences

Courses provide students with the understanding that human social, political, and economic institutions and behavior are inextricably interwoven. Courses will ensure that students have the opportunity to develop understanding of the perspectives and methods of the social and behavioral sciences. Courses will

help students gain an understanding and appreciation of the contributions and perspectives of men, women, and of ethnic and other minorities and a comparative perspective on both Western and non-Western societies.

F. CSU-GE Area E: Lifelong Learning and Self-Development (CSU Only)

Courses in this area are designed to equip students for lifelong understanding and development of themselves as integrated physiological, social, and psychological beings. Courses will draw on findings from the biological, behavioral, and social sciences to study humans from psychological, sociological, and physiological perspectives.

G. CSU-GE Area F and IGETC Area 7: Ethnic Studies

Courses shall have the following course prefixes: African American, Asian American, Latina/o American, or Native American Studies. Similar course prefixes (e.g., Pan-African Studies, American Indian Studies, Chicana/o Studies, Ethnic Studies) shall also meet this requirement. Courses that are approved to meet this requirement shall meet at least three of the five ethnic studies competencies. These competencies can be found on the CSU General Education Breadth Requirements website.

Successful completion of the CSU-GE or IGETC general education patterns will be in accordance with CSU-GE or IGETC certification guidelines that include the following:

1. Each course completed in CSU-GE Area A and B4 must be completed with a "C–" or a "P" or better.
2. Each course completed on IGETC must be completed with a "C" or a "P" or better.
3. Courses listed in two different areas may be used to satisfy a requirement in one area but not both areas.
4. All areas of the CSU-GE or IGETC pattern must be fully completed.
5. Students may request CSU-GE or IGETC certification, but certification is not necessary to fulfill the lower-division general education component of the baccalaureate degree.

Coursework from other institutions accredited by an agency recognized by the U.S. Secretary of Education will be approved to meet CSU-GE (Plan B) or IGETC (Plan C) requirements according to the following CSU-GE and IGETC certification guidelines:

- A. A CSU-GE or IGETC-approved course in the same area at another California community college.
- B. A course comparable to an approved MiraCosta College course on CSU-GE (Plan B) or IGETC (Plan C) or a course on another California community college CSU-GE or IGETC pattern.

- C. A lower-division course that meets the CSU-GE or IGETC area criteria.
- D. An upper-division course that is determined comparable by faculty to a lower-division CSU-GE or IGETC-approved course.
- E. Prior completion of the CSU-GE or IGETC general education pattern for a bachelor's degree at any CSU or UC.






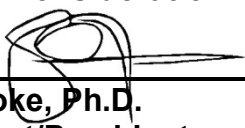
A single course may be used to complete both a general education requirement and a lower-division major requirement.

Upper-Division General Education

Students in the baccalaureate program must complete nine semester units of upper-division general education as part of the upper-division course requirements for the baccalaureate degree. Upper-division general education courses will enhance the foundational knowledge gained by students through the completion of the lower-division general education program. The further development of writing, leadership, and/or computational skills will supplement the major specific skill set that biotechnology employers seek in their employees.

- A. Students will be provided with an upper-division general education curriculum designed to be:
 - 1. An integrative learning experience that makes connections among the disciplines.
 - 2. Intentional, engaging, and meaningful.
 - 3. Contextualized to the major and global workplace.
- B. Courses will be offered in at least two disciplines outside of the biomanufacturing major.
- C. At least one course will have an emphasis in written or oral communication or on further development of computation skills and analysis.
- D. Courses will be open only to those students enrolled in the baccalaureate degree program.
- E. Comparable upper-division courses from other institutions accredited by an agency recognized by the U.S. Secretary of Education may be used to satisfy upper-division general education requirements.

The CPC determines which courses can be used for upper-division general education to implement the district's goals for the baccalaureate degree. The course approval process is detailed in the Courses and Programs Committee Handbook.

Subject: Board Policy 4100B BP – Graduation Requirements for Baccalaureate Degree and General Education	Attachment: Board Policy 4100B BP – Graduation Requirements for Baccalaureate Degree and General Education
Category: Board Policies – Second Read	Type of Board Consideration: <div> <div>Information</div> <div>Consent</div> <div>Action </div> </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div> <div> Goal 1</div> <div> Goal 2</div> <div> Goal 3</div> <div> Goal 4</div> </div>
	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Board policies and administrative procedures receive periodic review. New board policies and revisions to board policies are presented to the board of trustees for review and approval.

STATUS

A review of edits to Board Policy to 4100B BP – Graduation Requirements for Baccalaureate Degree and General Education has been completed and approved by College Council. The policy is now presented for adoption by the board.

Administrative Procedure 4100B is provided for information only.

RECOMMENDATION

Adopt Board Policy 4100B.

The ~~MiraCosta Community College District~~ **grants confers** the Bachelor of Science in Biomufacturing to ~~those~~ students who have completed **a minimum of 120** degree-applicable **lower- and upper-division** semester units and meet the following grade-point requirements:

- A. No grade less than a "C" or "P" in all required lower-division coursework in the major.
- B. **A minimum cumulative an overall 2.0 grade point average of 2.0 An overall:**
 - 1. In all upper-division coursework.
 - 2. In all degree-applicable coursework completed at MiraCosta College.
 - 3. In all degree-applicable coursework completed at any college or university.

Students must also complete general education, **and** residency, ~~and competency~~ requirements set forth in Title 5 regulations.

Courses from other ~~U.S. regionally~~ **institutions** accredited ~~colleges or universities~~ **by an agency recognized by the U.S. Secretary of Education** will be evaluated for satisfying baccalaureate degree requirements based on course description, comparable or equivalent content, and appropriate prerequisites. Students may be required to provide a course outline and/or a syllabus to determine course comparability and a transcript to verify prerequisite completion.

International courses will be evaluated for satisfying baccalaureate degree requirements only when course descriptions are submitted in English, along with a transcript evaluated by an approved foreign transcript evaluation service. Course descriptions may also be required for prerequisite review.

The superintendent/president shall establish procedures to determine degree and requirements that include appropriate involvement of the Courses and Programs Committee. The procedures shall assure that graduation requirements are published in the district's catalog and are included in other resources that are convenient for students.

See Administrative Procedure 4100B.

MiraCosta College shall offer the baccalaureate in science degree. To obtain a baccalaureate degree, students must accomplish the following:






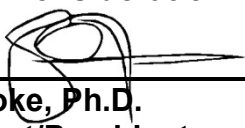
- A. Complete a combination of lower-division and upper-division coursework totaling a minimum of 120 semester units to include the following:
 1. A minimum of twenty-four (24) semester units of lower-division major courses
 - a. Lower-division courses acceptable for counting toward the baccalaureate degree are designated as CSU or UC transferable or determined to be at the baccalaureate level.
 - b. Lower-division courses from other institutions accredited by an agency recognized by the U.S. Secretary of Education will be evaluated by faculty to determine baccalaureate credit based on course description, comparable content, appropriate prerequisites, or C-ID number.
 - c. International courses will be evaluated for counting toward baccalaureate major requirements only when course descriptions are submitted in English, along with a transcript evaluated by an approved foreign transcript service.
 2. Thirty-four (34) semester units of upper-division-major courses
 - a. MiraCosta College courses designated as upper-division are applicable only to the baccalaureate degree and may not be used to satisfy associate degree requirements.
 - b. Upper-division courses from other institutions accredited by an agency recognized by the U.S. Secretary of Education will be evaluated for appropriate major, general education, or elective baccalaureate degree credit.
 - c. When a previously completed lower-division course from another institution accredited by an agency recognized by the U.S. Secretary of Education is determined by faculty to be equivalent to an upper-division baccalaureate requirement, the student will be granted "subject" credit for that requirement, but they will still be required to complete an additional upper-division course to meet the total upper-division unit requirement.

3. Lower-division general education coursework (37-41 semester units).
Students may satisfy this requirement through one of the following:
- Completion of the California State University General Education (CSU-GE) Breadth pattern (Plan B).
 - Completion of the Intersegmental General Education Transfer Curriculum (IGETC) pattern (Plan C).
 - Completion of a bachelor's degree from an institution accredited by an agency recognized by the U.S. Secretary of Education.

Lower-division general education courses completed at other institutions accredited by an agency recognized by the U.S. Secretary of Education will be evaluated for counting toward the lower-division general education requirement according to CSU-GE or IGETC certification guidelines.

Students enrolled in the MiraCosta College baccalaureate program who have not completed the lower-division general education requirement must complete any remaining CSU-GE or IGETC Areas.

4. Nine (9) semester units of upper-division general education courses.
- B. Complete a minimum of twelve (12) semester units in residence within the MiraCosta Community College District.
- C. Maintain a minimum cumulative grade point average of 2.0; courses completed with a "P" may be used toward meeting baccalaureate degree requirements. Courses completed with a C- from other institutions accredited by an agency recognized by the U.S. Secretary of Education may be used to complete this requirement.

Subject: Board Policy 4100C BP – Graduation Requirements for Adult High School Diploma and Noncredit Certificates	Attachment: Board Policy 4100C BP – Graduation Requirements for Adult High School Diploma and Noncredit Certificates
Category: Board Policies – Second Read	Type of Board Consideration: <div> <div>Information</div> <div>Consent</div> <div>Action </div> </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported: <div> <div> Goal 1</div> <div> Goal 2</div> <div> Goal 3</div> <div> Goal 4</div> </div>
	Approved for Consideration:  <hr/> Sunita V. Cooke, Ph.D. Superintendent/President

BACKGROUND

Board policies and administrative procedures receive periodic review. New board policies and revisions to board policies are presented to the board of trustees for review and approval.

STATUS

A review of edits to Board Policy 4100C BP – Graduation Requirements for Adult High School Diploma and Noncredit Certificates has been completed and approved by College Council. The policy is now presented for adoption by the board.

Administrative Procedure 4100C is provided for information only.

RECOMMENDATION

Adopt Board Policy 4100C.

MiraCosta College shall offer an adult high school diploma, a noncredit certificate of competency, and a noncredit certificate of completion. Noncredit educational programs leading to a certificate shall be approved by the college curriculum committee and the district board of trustees. Program and graduation requirements shall be published in the college catalog and in other resources that are convenient for students.

The high school diploma may be awarded to students who have completed 160 credits, with at least 20 credits in residence, or 6 college credit units at MiraCosta College, and who have demonstrated competence in reading, writing, and mathematics at a level generally accepted as appropriate for awarding a high school diploma. Students must also complete all content area standards and other adult high school diploma requirements set forth in California Code of Regulations, title 5, section 55154.

Noncredit certificate-of-competency programs shall be designed to articulate with degree-applicable coursework, completion of an associate degree, or transfer to a baccalaureate institution. Students may be awarded a noncredit certificate of competency upon successful completion of at least two noncredit courses in a prescribed pathway that has been approved by the Chancellor's Office. The awarding of a noncredit certificate of competency confirms that a student enrolled in a noncredit educational program of noncredit courses has demonstrated achievement of a set of competencies that prepares the student to progress in an academic career path of degree-applicable credit courses.

Noncredit certificate of completion programs shall be designed to lead to improved employability or job opportunities. Students may be awarded a noncredit certificate of completion upon successful completion of at least two noncredit courses in a prescribed pathway that has been approved by the Chancellor's Office. The awarding of a certificate of completion confirms that a student has completed a noncredit educational program of noncredit courses that prepares the student for improved employability or job opportunities.

The superintendent/president shall establish procedures to determine noncredit educational program requirements that include appropriate involvement of the college curriculum committee.

See Administrative Procedure 4100C.

Adult High School Diploma Requirements

The high school diploma may be awarded to students who have completed 160 credits with at least 20 credits in residence, or 6 college credit units at MiraCosta College and who have demonstrated competence in reading, writing, and mathematics at a level generally accepted as appropriate for award of a high school diploma.

The required 160 credits of high school level coursework must include the indicated minimum number of high school credits in each of the following areas:

- A. English (30 credits)
- B. Natural sciences, including biological and physical sciences (20 credits)
- C. Mathematics (20 credits)
- D. Social and behavioral sciences (30 credits)
- E. Humanities (10 credits)
- F. Electives (50 credits)

Competence in reading, writing, and mathematics must be demonstrated as follows:

English:

1. The California Code of Regulations, title 5, section 55154 requires students to demonstrate proficiency in reading and writing through the completion of coursework at a level generally accepted as appropriate for award of a high school diploma.
2. Students may demonstrate reading and writing proficiency through the successful completion of local English course(s), an equivalent graduation-level English course from another high school, or a college-level English course.

Math:

1. The California Code of Regulations, title 5, section 55154 requires students to demonstrate proficiency in the operations of mathematics as well as its practical applications through the completion of coursework at a level generally accepted as appropriate for award of a high school diploma.
2. Students may demonstrate mathematics proficiency through the successful completion of local math course(s), an equivalent graduation-level math course from another high school, or a college-level math course.

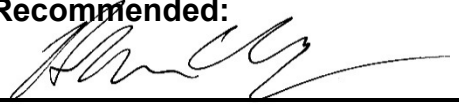
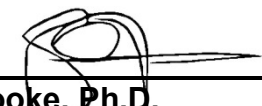
MiraCosta Community College District

Page 1 of 2

Effective Date: 10/4/18, 5/16/24
Periodic Review: 5/19/22
References: § CCR §55150 et seq.
CCLC Update: N/A
Steering: CPC / AS

Noncredit Certificate Requirements

- A. Noncredit certificate of competency: To obtain a noncredit certificate of competency, students must complete at least two noncredit courses in a prescribed pathway with a "D," "P," or better in each course. The awarding of a noncredit certificate of competency recognizes achievement of a set of competencies that prepares the student to progress in an academic career path of degree-applicable credit courses.
- B. Noncredit certificate of completion: To obtain a noncredit certificate of completion, students must complete at least two noncredit courses in a prescribed pathway with a "D," "P," or better in each course. The awarding of a noncredit certificate of completion recognizes completion of a noncredit educational program that prepares the student for improved employability or job opportunities.

Subject:	Attachment:
Student Services Division Board Report	None
Category:	Type of Board Consideration:
College-Related Reports	<div style="display: flex; justify-content: space-around;"> ✓ Information Consent Action </div>
Institutional Goals: mcc_mission_statement.pdf (miracosta.edu)	Institutional Goal Supported:
	<div style="display: flex; justify-content: space-around;"> ✓ Goal 1 ✓ Goal 2 ✓ Goal 3 ✓ Goal 4 </div>
Recommended: 	Approved for Consideration:
Alketa Wojcik, Ed.D. Assistant Superintendent/Vice President, Student Services	 Sunita V. Cooke, Ph.D. Superintendent/President

Academic Counseling Office (Tim Alves)

Saturday counseling appointments continue to be a popular option for students, and demand for these online appointments has been steadily rising since the option was piloted back in 2021. To meet the need for spring 2024, academic counseling nearly doubled the number of full appointments offered on Saturdays, and 834 students were connected with counselors. Based on the response, academic counseling will continue to find ways to increase capacity and expand access.

Admissions and Records Office (Kathy Rodriguez)

In spring 2024, the Admissions and Records Office set a goal to improve the application and enrollment process for noncredit students. This goal is being met by increasing the number of students applying for admission using the electronic Noncredit CCCApply Application. The increased use of this application boosts staff efficiency, reduces data entry errors, and eliminates the need for paper applications. Effective July 1, 2024, all noncredit students will submit the Noncredit CCCApply Application for admission. In collaboration with the Office of Instruction, improvements to SURF are also being made to allow noncredit students to enroll in classes seamlessly. These process improvements will greatly benefit students, faculty, and staff, and support the goal of moving towards a paperless process.

Athletic Department (Patrick Conahan)

Fourteen student-athletes earned a perfect 4.0 GPA in the spring term. Juan Serrano, a member of the men's soccer team, earned his 4.0 GPA while completing an impressive thirty-nine units in fall and spring combined.

The MiraCosta men's basketball team finished a successful campaign, with an overall record of 19-10. They finished second in the conference standings and earned a seed in the 3C2A state playoffs.

In the spring, the women's beach volleyball team had a special season. After finishing second in the conference standings, the team worked through the 3C2A state playoffs, eventually earning their way to the 3C2A state championships. The Spartans were one of six teams in the state to participate in the championships at West Valley College; MiraCosta finished third.

MiraCosta College, with the help of the Student Equity Department, was the only California community college to sponsor student-athletes to participate in the Black Student-Athlete Summit in May at the University of Southern California. The goal of the summit was to offer personal and professional development resources to student athletes to help them be competitive in the global workforce upon graduation, as well as foster a sense of connection within the Black student-athlete community. This year's summit featured a variety of keynote speakers, student-athlete led sessions and Pro Day, where ninety Black former student-athletes, in high profile positions, shared their experiences with the attendees. Naby Ngom and Benji Hillstock, both men's basketball student-athletes, attended with Academic Counselor Adrean Askerneese.

The Intramural sports program offered a variety of events for students during the spring semester including volleyball, kayaking, pickleball, and futsal.

Campus Assessment, Resources, and Education (CARE) Program (Lilah Shoukry)

The Campus Assessment, Resources, and Education (CARE) Program had another productive semester with in-person support through the Food Pantry, CARE Free Food and Resource Markets, and the drop-in Basic Needs Center (CARE Office). Additionally, CARE was able to field nearly 750 referrals that were submitted through the CARE Referral and the Transportation Assistance Request forms. To highlight a few of the basic needs service metrics, almost 3,000 unique contacts were made for food support services, over 100 for housing support, nearly 500 for transportation support, and over 100 for childcare support.

Additionally, CARE was recognized as the top five in MIS reporting for basic needs numbers among California Community Colleges and asked to present to other community colleges on how MIS data and tracking has been implemented to capture various metrics of basic needs services at MiraCosta College, with the support from the Office of Research, Planning, and Institutional Effectiveness.

The Food Pantry continues to build out food rescue partnerships with several food retailers through Feeding San Diego and CARE rescues food seven times a week on a recurring basis in addition to the food shopping and one-off food rescue donation opportunities. In the span of the last semester, 28,000 pounds of food was rescued from retailers like Sprouts, Gelsons, Albertsons and redirected to students through the three campus food pantries, which is an estimated market value of almost \$50,000. Through the CARE Free Food and Resource Markets, 43,000 pounds of food was distributed, which is an estimated market value of \$73,000! CARE continues to be present in region specific groups surrounding food, housing, case management and always strives to continue building out our network to best serve students while educating and empowering students on resources both on-and-off campus for short and long-term solutions.

Extended Opportunity Programs and Services (EOPS) (Jose Mota)

Extended Opportunity Programs and Services (EOPS) provided support to 473 EOPS students, 21 NextUp students, 24 CARE students, and 62 CalWORKs students. Notably, there has been a significant increase in the number of EOPS students served this academic year, indicating the growing impact and demand for the program.

This year, we proudly celebrated our largest graduation class, with a total of 138 students crossing the stage. EOPS's commitment to celebrating student success was evident in the recognition ceremony, which brought together students and their families to honor their achievements.

Michaela Garcia, one of the EOPS students was selected as one of the Medal of Academic Merit Scholars.

Thanks to the strong partnership with the Brother Bennos Foundation, EOPS was able to provide scholarships to 23 EOPS students, demonstrating the commitment to supporting students in every way possible.

The EOPS Department invested \$132,093 in laptops to add to the laptop program inventory.

Financial Aid Office (FAO) (Mike Dear)

The Financial Aid Office (FAO) has disbursed summer 2024 financial aid payments.

The estimated award packages for the academic year 2024/25 have been provided to students, which is noteworthy because many colleges have not yet begun to provide this information.

The FAO continues to be delayed by issues related to the new FAFSA form passed along from the federal Education Department (ED) level. The most recently announced delay from the annual training conference in mid-June is that schools will be unable to submit FAFSA corrections in batch until mid-August. Additionally, parent contributors without Social Security Numbers (SSNs) continue to have issues establishing an account to help their student. ED is providing updates as they are available. There is not much that can be done at the college level, so the FAO team is continually re-assuring students that we will support them, advocate for them, and keep them informed.

GEAR UP (Julie Johnson)

The class of 2024 (Cohort 1) graduated from El Camino and Oceanside High Schools on June 6. GEAR UP celebrated this culminating achievement of over 950 graduates after providing this cohort with on-going programs, activities, support, and events starting in their seventh grade at Chavez, King, Lincoln, or Jefferson Middle Schools. The class of 2024 graduates were also honored with a special cord from GEAR UP to wear with their traditional cap and gowns.

Many of these students have chosen to continue their educational pursuits at MiraCosta College. Our GEAR UP team will continue collaborating with our student services teams to continue support during their first year of postsecondary education.

On July 21, GEAR UP will be taking eight students and their parents to participate in the annual NCCEP Youth Leadership Summit and Parent Institute, which will be held in

Washington, DC. The students were selected through a rigorous competition, starting with site interviews, to determine the top ten semi-finalists from among over a hundred applications. Eight Finalists were then chosen to participate in the Youth Leadership Summit that includes GEAR UP students from across the nation. Following the conference, the students and their parents will visit three universities in the DC area as well as tour the National Monuments and museums. This incredible opportunity is provided free of charge to all participants.

Health Services (Kim Marquardt)

As of June 2024, Health Services continues to be open year-round offering in-person and telehealth nurse, nurse practitioner, counseling, and clinical case management appointments.

From January 1 to June 10, 2024, the medical team completed 1,359 appointments, the mental health counseling team completed 2,654 appointments, and the clinical case manager completed 188 appointments, which is a 12.4 percent increase in total number of appointments from the same time period in 2023.

Health Services continues to note a significant number of our disproportionately impacted students seeking mental health counseling support, with Black/African American students at 5.94 percent, Latiné/Chicané students at 66.36 percent, LGBTQIA+ students at 31.24 percent, and students over age 25 at 40 percent.

Health Services had its first successful Wellness Festival in April 2024 with over 150 students, 30 campus volunteers, and over two dozen community partners in attendance. The Narcan distribution training was moved online for accessibility and convenience for all employees and students. A vaccine clinic and HIV/Hep C testing event was brought to the San Elijo Campus in spring 2024. Health Services resumed its collaboration with the San Diego Blood Bank and had blood donation events on the Oceanside and San Elijo Campuses. The department also facilitated the TrueCare Medical/Dental van to attend the ongoing food distribution events at the Community Learning Center (CLC).

Mental health counselors and peer educators also gave presentations and trainings to approximately 350 students and employees; coordinated five groups, workshops, and special events in collaboration with SAS, UMOJA, UPRISE, Student Equity, and EOPS; provided same-day outreach for 86 CARE referrals; and connected at least 200 students to off-campus resources through the department's clinical case manager and other counselors.

International Office and Study Abroad Program (Kathy Rodriguez)

In the spring 2024 semester, the International Office served 98 international students, including nine from The Academy at MiraCosta (TAM) High School Completion Program. Impressively, 65 of them achieved a 3.5 GPA and above. Eighteen students graduated with an AA degree or Certificate of Achievement in May.

The International Office organized several events to enhance the experience of the international student community for spring 2024. The semester kicked off with International Student Welcome Day, where 22 new students participated in team bonding activities. Throughout the semester, a variety of engaging events brought together over 80 students, including a Friendship Lock Gathering at Oceanside Harbor, followed by a cozy bonfire evening where students enjoyed s'mores for the first time; Spring Fling where students decorated suncatchers and pots and planted flowers; Lunar New Year Celebration, the biggest event, attracted 140 participants who enjoyed cultural and traditional festivities.

Students also enjoyed campus tours of CSUSM and SDSU. The Global Ambassadors significantly contributed to creating a welcoming community by collaborating closely with the International Club and hosting field trips to the Carlsbad Flower Fields and Borrego Springs.

Wrapping up the semester, the International Office hosted its first Graduation Celebration Dinner, honoring the graduating students, which was attended by 60 guests, with loved ones joining via Zoom.

For summer 2024, 47 students are currently abroad in Paris and Costa Rica, with 239 students expressing interest in these programs. Looking ahead, summer 2025 will feature new programs in Florence and Japan, currently in development.

The Southern California Foothills Consortium is gearing up for fall 2024 in London, with 12 students from MiraCosta among the 49 total participants, and an inquiry list showing 82 interested students. Theatre faculty member Eric Bishop will teach four classes. In spring 2025, Spanish faculty member Lilia Vidal will teach Spanish courses in Seville, Spain.

Two students have received Gilman Scholarships; one received the AAUW Jeanne Gruenwald Scholarship, and four were awarded the Sherri Wright Study Abroad Scholarship.

Noncredit Student Success and Support Program (NCSSSP) (Mitra De Souza)

To streamline operations, the Noncredit Student Success and Support Program (NCSSSP) has transitioned away from using a Google form to track interactions in the Welcome Center. All Welcome Center staff were trained to input services into Peoplesoft using the new “Other Follow-up Service” category. Previously, services provided by the Welcome Center were not captured in MIS data, so this change in business process allows for this data to be reported. As a result of this initiative, the number of reported spring follow-up services more than doubled from last year. In spring 2024, there were 670 follow-up services recorded as compared to 301 in spring 2023. This is even higher than the highest pre-pandemic count of 587 in spring 2019. In addition to this data being available on the MIS data dashboard, business systems analysts created a query that can be used to track services on a regular basis and better manage the service delivery data.

NCSSSP also continues to work to cross-train staff to better serve students. The NCSSSP Student Services specialist has been trained in CARE case management and assists students with basic needs on a regular basis. The Welcome Center staff are also provided with continuous basic needs training and kept abreast of updates to the campus CARE program. They are also trained in campus food pantry operations and can staff the pantry when the need arises. By cross training staff in these areas, the team is better able to provide wrap around services for the program’s diverse student population.

Orientation and Student Support (Omar Jimenez)

The Orientation and Student Support (OSS) team has been working on a comprehensive redesign of Welcome Fest, one of the largest and most impactful events, serving over 500 students annually. This spring, OSS collaborated with various departments across the district to enhance the event and provide a more curated experience for our students. Key improvements include expanded sessions to maximize student participation and a shift in focus of Welcome Fest towards career exploration, and Academic and Career Pathways (ACPs), ensuring students have access to essential information for their future success.

In addition to the Welcome Fest redesign, the OSS Department has spearheaded Help Hut at the Oceanside Campus. This program, in partnership with multiple campus collaborators, aims to support and guide incoming summer students and campus visitors. The Help Hut serves as a centralized resource for information and assistance, ensuring a smooth and welcoming transition for all new students.

OSS also had success in the online orientation, with an 83 percent student completion rate for spring 24 and 80 percent of students being fully matriculated. Building on this success, OSS will be working with ACPs to better integrate career exploration and pathway onboarding.

Service Learning and Volunteer Center (Analia Zamora-DeHart)

This past spring semester, there were 31 service-learning courses offered, and there are now 94 community partners that are engaging with students who are taking part in the Service Learning and Volunteer Program. Among the 187 students who participated in course-connected service, there were 2,097.8 hours of service completed. Among the 107 students who participated in the volunteer program, there were 3,188.84 hours of service completed.

Student Advocates supported the mission by promoting student success and student engagement through curricular and co-curricular community service by working in the center and hosting a table during campus events. This semester, student advocates continued working with a local non-profit that aligns well with their professional goals or advocacy interests. The organizations that our advocates are partnered with are Community Roots Farm, Studio ACE, Lifeline Community Services, Oceanside Navigation Center, and North County LGBTQ Resource Center.

Additionally, the program coordinated the Service Learning and Volunteer Fair at the Oceanside Campus and Community Learning Center (CLC). The volunteer fair was a collaboration with Student Life and Leadership, Associated Student Government, Academic and Career Pathways (ACPs), UPRISE, Financial Aid, and the CLC Student Services team. There were 18 local community organizations that shared their service opportunities and community resources at the CLC, including North County LGBTQ Resource Center, Solutions for Change, and Lifeline Community Services. There were 30 organizations that tabled at the Oceanside Campus, including the ACLU of San Diego and Imperial Counties, Seacrest Village Retirement Communities, and Operation HOPE-North County. In total, there were a little over 75 students at the Community Learning Center, and 150 students the Oceanside Campus.

The Service Learning and Volunteer Center hosted four Spartan Service Saturday projects in the community throughout the spring semester. These service projects were open to both service-learning students, and students hoping to earn volunteer hours through the volunteer program. In February, the center partnered with Agua Hedionda Lagoon Foundation to do trail maintenance with the help of 11 volunteers. In March, the center partnered with Solutions for Change to do an Easter egg hunt for the children with the help of 12 volunteers. In April, the center partnered with Ivey Ranch Park to clean up a community garden with the help of eight volunteers. Lastly, in May the center partnered with North County LGBTQ Resource Center to prep and organize supplies for Pride by the Beach with the help of 19 volunteers.

The Service Learning and Volunteer Center was invited by the Student Life and Leadership team to participate in the Student Leadership Banquet to recognize the Student Advocate Leadership Team, MiraCosta President's Service Award Recipients, and MiraCosta Volunteer Service Award Recipients. The MiraCosta Volunteer Service Award is given to students who

completed 50-99 service hours throughout the academic year. The MiraCosta President's Service Award is given to students who completed 100 and above service hours throughout the academic year. Among the 25 recipients of the MiraCosta Volunteer Service Award, together they completed just over 1,748 hours of service. Among the 27 recipients of this award, together they completed just over 4,200 hours of service.

Community Engagement:

- Cesar Chavez Day of Service: A collaboration between CSUSM and MiraCosta College in which students, faculty and staff venture into the community to participate in service projects. MiraCosta students participated in a service project at Lifeline Community Services, La Casita.
- The Kiwanis Club of Carlsbad awarded three, \$1,000 scholarships to our volunteer students.
- In partnership with the Title V (HSI) Team, the STREAM Festival took place in May alongside the Festival de Musica Latina. Service Learning welcomed 70 MiraCosta College students, staff, and faculty presenters, and three outside community partners. In total, there were 500 child attendees, and 300 guardian/parent attendees from the community.

School Relations/Diversity Outreach (Jonathan Gomez)

The spring semester proved to be a busy season for tours, events, and onboarding activity in the Outreach Department. The largest events were:

- My Girlfriend's Closet (MGC) – A partnership with a local non-profit that provides resources to girls and young women, primarily those in the foster system or experiencing homelessness, ages 13-22. MGC held a clothing distribution at MiraCosta that attracted 350 participants to the Oceanside Campus.
- Encuentros – Outreach hosted an education and career exploration conference for 125 middle and high school Latinx boys and parents from local school districts. Career Education faculty and business community leaders hosted workshops and an expo for the participants.
- San Dieguito Union High School District College Night – In partnership with various departments and SDUHSD, Outreach helped to host over 1,200 students and their families at the San Elijo Campus. Several MiraCosta faculty and staff hosted information tables and workshops for participants.
- Latino Book and Family Festival – Outreach partnered with Empowering Latino Futures to host roughly 1,500 participants and vendors for a community festival. Outreach also hosted a workshop on how to apply to college and obtain financial aid.

Outreach also hosted several application, orientation, and course selection workshops for high school seniors throughout the spring. Workshops were offered throughout our region in partnership with Orientation and Student Support, Counseling, and Student Support Advisors. In addition to these events, Outreach hosted over 25 group tours (over 550 students) and over 30 individual campus tours during the spring.

Student Accessibility Services (SAS) (formerly DSPS) (Abrey Nydegger)

In spring 2024, Student Accessibility Services (SAS) supported 880 students with academic accommodations and each academic year, our program continues to grow.

For academic year 2023/24, SAS served its largest student population:

2020-2021	2021/22	2022/23	2023/24
947 students	1,050 students	1,219 students	1,340 students

Exam proctoring for spring included 954 proctored exams across all three campuses. The access specialist and assistive technology assistant worked with 213 students to provide technology related accommodations and supports during spring 2024.

In addition, Access Specialist Aaron Holmes was appointed to the California Community Colleges Chancellor's Office Universal Design for Learning (UDL) Task Force Implementation Team for FY 2024/25.

The Student Accessibility Services (SAS) Department offered a Canvas-based, interactive *Ability Ally Training* to employees this spring semester. This asynchronous, six-week professional development opportunity trained over 30 faculty and staff participants and concluded with a dynamic student panel.

SAS had over 190 students who petitioned for graduation this spring and to honor these students, SAS hosted the first ever student recognition Graduation Celebration in May. We had over 60 guests in attendance for the celebration and students along with their guests enjoyed an afternoon of music, food, and awards. Following the event, one parent reached out to SAS to share the following, "This two-hour event was the capstone of my daughter's academic achievement. It was so inspirational and was such a tremendously positive reflection on MiraCosta."

Student Life and Leadership (SLL) (Terrence Shaw)

The Associated Student Government (ASG) student leaders completed nearly 580 confirmed service hours during spring 2024. The 2024 Outstanding Faculty and Staff Award recipients are as follows: Tracy Williams, Outstanding Full-time Faculty; Melody Vivar, Outstanding Associate Faculty; and Olivia Elmer, Outstanding Classified Staff.

MiraCosta College's GradFest had more than 200 students attend, of which 65 were EOPS students. Graduates and their guests enjoyed the music and light refreshments, took photos, decorated their caps, and participated in opportunity drawing activities. In addition, all 71 students that applied to receive funding support for their cap and gown regalia were fully funded.

Student Life and Leadership (SLL) hosted the first Student Leadership Banquet, which was attended by more than 150 student leaders, faculty, staff, administrators, and family. The Gender Sexuality Alliance was selected as Club of the Year.

A new Club Room video was produced to inform and educate the community on the history of the Club Room, including M.E.Ch.A., BSU, and GSA. The video loops continuously on the monitor in the space.

Five power towers were installed in the cafeteria dining area to create more accessible outlets for students to charge their devices.

MiraCosta College hosted its largest commencement ceremony this spring. There were 588 graduates that participated in the ceremony.

Student Services, San Elijo (Jared Rodrigues)

It was a spring of growth and new beginnings at San Elijo. The campus held its first “Latinx on the Lawn” event and its first pickleball event for students (in collaboration with Athletics and Intramurals). The campus also hosted a blood drive and vaccine and HIV/STI testing clinics for the first time since the pandemic. The wellness-themed “Rise and Thrive” events continued, and the campus hosted the Clothesline Project in recognition of sexual assault awareness month.

San Elijo ASG students had a meeting with the City of Encinitas to continue to advocate for more transportation access to the campus and attended two city budget meetings to speak during public comment. In addition, ASG partnered with the Kinesiology Department with the Cardiff Farmer’s Market to offer a free community yoga class and promote MiraCosta’s Yoga Teacher Training program. Usage of the San Elijo food pantry continues to increase. There were 3,434 more total visits in spring 2024 than spring 2023, and an increase of 1,002 more unique students served by the food pantry in spring 2024 when compared to spring 2023.

Student Services Business Systems Analyst (Kathy Rodriguez)

In the spring term, the business systems analysts achieved several significant milestones to enhance the student registration experience and improve system functionalities. These efforts focused on streamlining the registration process, implementing new tools and forms, and updating key systems to better serve students, staff, and faculty. The following highlights detail these accomplishments and their impact on the summer/fall 2024 registration cycle.

The registration process was streamlined by synchronizing the registration dates for both credit and noncredit students, allowing both groups to begin registration on May 6, 2024. Credit students registered in a condensed, one-week period to enhance their overall registration experience.

Two to-do list items were added, one to prompt students to complete a comprehensive education plan to improve retention, and another to notify them of pending account balances.

User-Friendly GT eForms were added to the SURF system for students to request non-resident fee waivers and a new process for fee waivers for high school enrollment.

Enhancements to the pre-registration survey were completed, which improved the pre-registration survey’s flow and format, updated sections to meet MIS reporting requirements, and collected data on student educational status.

An updated version of the degree audit, myEdPlan, system was launched. The update, called the Responsive Dashboard, provides an improved experience across user devices for students, staff, and faculty.

Student Support Services Welcome Center (Jorge Ramirez Ibanez)

Student support advisors continue to serve students in Welcome Centers located in Building 3300 and Building 3700, in preparation for the move to the new Student Services Building. These welcome centers house student support advisors to help students navigate financial aid, admissions and records, and counseling inquiries. The Student Support Services priority is to streamline student services in one designated space to promote a more positive and holistic student experience.

Transfer Center (Lise Flocken)

UC Transfer Admission Guarantees (TAGs) are alive and well. Even though TAGs have become more restrictive, MiraCosta students submitted TAGs to all participating six UC schools with 160 TAGs submitted.

The Transfer Center is proud to announce new collaborations with community partners at the high school level by providing in-service round table discussions for high school counselors, sending monthly emails to counselors and all high school instructors about the strong transfer options available at MiraCosta, providing in-person and Zoom presentations for students, parents, and high school staff, and providing in-person presentations for high school youth groups outside of high school settings.

Below is UC data showing MiraCosta College's strong transfer rates:

UC Berkeley <ul style="list-style-type: none">Freshman Admission 11.4%Transfer Admission 28.9%MiraCosta College Transfer Admission 39.4%	UC Davis <ul style="list-style-type: none">Freshman Admission 41.8%Transfer Admission 64.6%MiraCosta College Transfer Admission 75.7%
UC Irvine <ul style="list-style-type: none">Freshman Admission 25.7%Transfer Admission 43.4%MiraCosta College Transfer Admission 55.3%	UC Los Angeles <ul style="list-style-type: none">Freshman Admission 8.8%Transfer Admission 25.8%MiraCosta College Transfer Admission 37.7%
UC Riverside <ul style="list-style-type: none">Freshman Admission 70.3%Transfer Admission 57.2%MiraCosta College Transfer Admission 65.1%	UC San Diego <ul style="list-style-type: none">Freshman Admission 24.7%Transfer Admission 62.4%MiraCosta College Transfer Admission 74.3%
UC Santa Barbara <ul style="list-style-type: none">Freshman Admission 27.9%Transfer Admission 60.4%MiraCosta College Transfer Admission 70.6%	UC Santa Cruz <ul style="list-style-type: none">Freshman Admission 62.7%Transfer Admission 64.5%MiraCosta College Transfer Admission 79.7%

Testing Services and Academic Proctoring Center (Sinclair Tirona)

In spring 2024, Testing Services and the Academic Proctoring Center (APC) served over 900 individual students at the Oceanside, San Elijo, and CLC Testing Centers as well as MiraCosta students in need of proctoring services outside of San Diego County.

At the Oceanside Campus, there were 2,043 total exam appointments with 729 individual students, a 22 percent increase over the prior spring semester. At the San Elijo Testing Center, there were 465 total exam appointments with 169 individual students, a 10 percent increase from the previous spring semester. Approximately 23 percent of appointments, at both campuses, were for Student Accessibility Service (SAS) accommodated exams. In spring 2024, the APC facilitated exam logistics and delivery for 21 students across nine states and three countries - including Japan and South Korea.

The office's spring 2024 student satisfaction survey results show students' appreciation for the APC and overall positive experiences using the center and interacting with APC staff. Examples include:

"The APC has always been amazing. All the staff there made taking tests less stressful. I really have only positive things to say. Thank you!"

"I love the staff in the proctoring center. They took the anxiety of testing far away!"

“The APC staff are always very kind, helpful and supportive of my needs. I feel welcome in the space. Their energy calms me before an exam.”

Title V HSI (Maria-Isabel Rocha)

The Title V Team continued to organize Latinx Hour on the Lawn this spring after very successful turnouts with the help of the student promotores. Students enjoyed connecting with other students and building “comunidad” across the campus. The total number of students that participated and engaged throughout the spring semester was 1,256.

The Title V Pedagogy of Cariño lead hosted a spring Healing and Trauma-Informed Con Corazon training for 15 faculty during flex week this spring semester. In addition, this semester, will continue the Juntos Podemos training designed around a Pedagogy of Cariño approach. We had 19 faculty participants that completed the Juntos Podemos training and did a complete final presentation.

The Career Relevancy lead continued to work with students and provided a variety of workshops to prepare them for an internship. These experiences are designed to inspire aspiration and academic mindset while removing barriers for low-income, Hispanic students to access experiences that prepare them for success in careers post-graduation. The Title V Team will be collaborating with the Career Center to host another Carreras y Conexiones Job and Internship Fair this upcoming fall 2024 semester.

The team will also be partnering with Guided Pathways in coordinating the annual Light the Fire Institute for faculty that will be focused on Career and Cultural Relevancy this upcoming July.

The Title V Grant Team executed the first Festival de Musica Latina in partnership with the STREAM Festival, celebrating Cinco de Mayo in a new way. The event was a huge success bringing over 2,500 students, families and community members together to celebrate music, culture, and learning.

The Title V Team will be hiring new student promotores for the upcoming 2024/25 year, who will be receiving training over the summer and begin working this fall semester, continuing to increase the sense of belonging on campus as well as helping bridge the college to our Latinx community.

Veterans (Liz Draper)

During the 2023/24 academic year, Veterans Services saw an overall increase in enrollment of 3.6 percent for service members and 5 percent for dependents as compared to the 2022/23 academic year. This also resulted in an increase of 17.7 percent in students utilizing their GI Bill® benefits. In addition, military-affiliated students made up over 19 percent of graduates for spring commencement.

The biggest improvement to the Veterans Services Department is that the new VetSuccess on Campus (VSOC) representative who started in early April. MiraCosta is one of only two schools in San Diego County who received a VSOC position. The VSOC Program aims to help Veterans, Service members, and their qualified dependents succeed and thrive through a coordinated delivery of on-campus benefits assistance and counseling, leading to completion of their education and preparing them to enter the labor market in viable careers. Students have been benefiting greatly from this unique support since the VSOC representative's start on campus.