



## **MIRACOSTA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**

### **MINUTES OF REGULAR MEETING**

**FEBRUARY 20, 2025**  
**(APPROVED MARCH 27, 2025)**

#### **I. CALL TO ORDER**

The Board of Trustees of the MiraCosta Community College District met in open session on Thursday, February 20, 2025, in the Boardroom (1068) on the Oceanside Campus. President Cassar called the meeting to order at 4 p.m.

#### **II. FLAG SALUTE / ROLL CALL**

Board members present:

Rick Cassar

Raye Clendening

Anne Crosbie

Frank Merchat

Anna Pedroza

Jackie Simon

Rahime Demirci (Student Trustee)

Absent: Heather Conklin

Administrators present:

Superintendent/President Cooke

Assistant Superintendent/Vice President Tim Flood

Assistant Superintendent/Vice President Denée Pescarmona

Assistant Superintendent/Vice President Alketa Wojcik

Assistant Superintendent/Vice President Charlie Ng

#### **III. APPROVE MEETING MINUTES**

**A. Workshop of January 16, 2025**

**B. Special Meeting/Closed Session of January 23, 2025**

**C. Regular Business Meeting of January 23, 2025**

By motion of Trustee Simon, seconded by Trustee Merchat, the board approved the minutes of the workshop of January 16, 2025.

Vote: 6/0/0

Aye: Cassar, Clendening, Crosbie, Merchat, Pedroza, Simon

Abstentions: None

Absent: Conklin

By motion of Trustee Simon, seconded by Trustee Clendening, the board approved the minutes of the special meeting/closed session of January 23, 2025.

Vote: 6/0/0

Aye: Cassar, Clendening, Crosbie, Merchat, Pedroza, Simon

Abstentions: None

Absent: Conklin

By motion of Trustee Clendening, seconded by Trustee Simon, the board approved the minutes of the regular business meeting of January 23, 2025.

Vote: 6/0/0

Aye: Cassar, Clendening, Crosbie, Merchat, Pedroza, Simon

Abstentions: None

Absent: Conklin

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

Gabriella McField and Andrew McKinnel, both members of the Spartan Society for Political Action addressed the board regarding the need to expand library hours.

#### **V. CHANGES IN AGENDA ORDER**

None.

#### **VI. PRESENTATIONS**

##### **A. FY2024 Annual District and Measure MM Audit Report**

Assistant Superintendent/Vice President of Administrative Services Tim Flood introduced Rachel Green, a representative from the audit firm Edie Bailey, LLP, who presented the audit report. The report thoroughly examined financial statements, internal controls, and compliance with federal and state regulations. The results of the audit, outlined in the June 30, 2024, Audit Report, confirmed the district's strong financial standing. The financial statements received an unmodified opinion, the highest possible rating, indicating compliance with financial reporting standards. The Federal Awards earned an unmodified opinion, verifying compliance with federal program requirements, and the state compliance received an unmodified opinion, confirming adherence to state program guidelines.

#### **VII. CONSENT ITEMS**

- A.** Ratify Recommendations of Superintendent/President in Approving Personnel Actions
- B.** Approve Academic Personnel Advancement
- C.** Approve Employment Contract for Interim Dean of Student Affairs
- D.** Approve Sabbatical Leave Recommendations for FY 2025/2026
- E.** Adopt Annual Resolutions Authorizing Designated Agents
- F.** Approve Travel to Mexico City, Mexico March 28 - April 1, 2025, for Music Technology Associate Faculty, Steve Barsotti
- G.** Curriculum Approval for 2025-2026 Catalog, Part II
- H.** Award Contract for DSA Inspector of Record Services for Solar Installation at the Oceanside Campus Project No. 04245
- I.** Notice of Completion – Bid# CO4-24 OC8000CDC Access Control and Security Project
- J.** Approve Transfer of Measure MM Bond Funds and Increase of Oceanside Media Arts Project Budget
- K.** Approve Transfer of Measure MM Bond Funds and Increase of Oceanside Chemistry and Biotechnology Building Project Budget
- L.** Approve Amendment Two to Experis US Ltd. Contract
- M.** Approve Renewal of Nth Generation Computing for Arctic Wolf Security Software and Services
- N.** Ratify Budget Transfers/Revisions
- O.** Ratify and Approve Contracts and Purchase Orders

Consent Item I, J, K were pulled for discussion.

By motion of Trustee Merchat, seconded by Trustee Clendening, consent items A-H and L-O and were approved.

Vote: 6/0/0

Aye: Cassar, Clendening, Crosbie, Merchat, Pedroza, Simon

Abstentions: None

Absent: Conklin

With all of the things that have gone on over the past days and years – average of about 2.5% over what was originally projected. .7% over is awesome.

By motion of Trustee Clendening, seconded by Trustee Merchat, consent item I, J, and K were approved.

Vote: 6/0/0

Aye: Cassar, Clendening, Crosbie, Merchat, Pedroza, Simon

Abstentions: None

Absent: Conklin

## **VIII. ACTION ITEMS**

### **A. Approve FY25/26 Nonresident Tuition Fee**

By motion of Trustee Merchat, seconded by Trustee Clendening, the board approved the FY25/26 Nonresident Tuition Fee as presented.

Vote: 6/0/0

Aye: Cassar, Clendening, Crosbie, Merchat, Pedroza, Simon

Abstentions: None

Absent: Conklin

### **B. Approve WASC AHS Accreditation Report**

By motion of Trustee Clendening, seconded by Trustee Merchat, the board approved the WASC AHS Accreditation Report as presented.

Vote: 6/0/0

Aye: Cassar, Clendening, Crosbie, Merchat, Pedroza, Simon

Abstentions: None

Absent: Conklin

### **C. Consideration and Adoption of Resolution 8-24/25 to Reduce or Eliminate Specially Funded Classified Services.**

By motion of Trustee Clendening, seconded by Trustee Simon, the board considered and adopted Resolution 8-24/25 to Reduce or Eliminate Specially Funded Classified Services.

Vote: 6/0/0

Aye: Cassar, Clendening, Crosbie, Merchat, Pedroza, Simon

Abstentions: None

Absent: Conklin

## **IX. SECOND READ – BOARD POLICIES (Action Required)**

### **A. Board Policy 3810 - Claims Against the District**

By motion of Trustee Merchat, seconded by Trustee Pedroza, the board adopted Board Policy 3810 as presented.

Vote: 6/0/0

Aye: Cassar, Clendening, Crosbie, Merchat, Pedroza, Simon

Abstentions: None  
Absent: Conklin

**B. Board Policy 4300 – Field Trips**

By motion of Trustee Merchat, seconded by Trustee Pedroza, the board adopted Board Policy 4300 as presented.

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

**C. Board Policy 6340 – Bids and Contracts**

By motion of Trustee Merchat, seconded by Trustee Pedroza, the board adopted Board Policy 6340 as presented.

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

**D. Board Policy 6700 – Civic Center and Other Facilities Use**

By motion of Trustee Merchat, seconded by Trustee Pedroza, the board adopted Board Policy 6700 as presented.

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

**E. Board Policy 7340 – Leaves**

By motion of Trustee Merchat, seconded by Trustee Pedroza, the board adopted Board Policy 7340 as presented.

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

**X. FIRST READING – BOARD POLICIES**

**A. Board Policy 7110 – Delegation of Authority – Human Resources**

Board Policy 7110 was reviewed and discussed and will be brought to the board for a second read and adoption at a future meeting.

**B. Board Policy 7150.1 – Evaluation – Academic Administrators**

Board Policy 7150.1 was reviewed and discussed and will be brought to the board for a second read and adoption at a future meeting.

**C. Board Policy 7160 – Professional Development**

Board Policy 7160 was reviewed and discussed and will be brought to the board for a second read and adoption at a future meeting.

**XI. INFORMATION**

**A. Second Quarter Fiscal Report – 311-Q**

The Second Quarter Fiscal Report was reviewed for information.

## **B. Annual District and Bond Measure MM Audit Services for FY2024/25**

The Annual District and Bond Measure MM Audit Services for FY2024/25 was reviewed for information.

## **XII. COLLEGE-RELATED REPORTS**

### **A. Trustees Activities**

Trustees Pedroza, Merchat, Crosbie, Clendening, and Simon attended the Annual San Diego and Imperial Counties Community Colleges Association (SDICCCA) Dinner in the City of Imperial on Thursday, February 13, 2025.

Trustees Pedroza, Merchat, and Clendening attended today's Congressional public hearing on the impact of educational funding with Congressman Mike Levin, to discuss key issues facing community colleges. Trustee Clendening was one of the panelists.

Trustee's Clendening, Crosbie, Conklin, and Simon attended the CCLC Annual Trustee Workshop and Legislative Summit in Sacramento.

Trustee's Clendening and Conklin attended the Annual ACCT Legislative Summit in Washington DC.

Trustee Crosbie attended a Zoom meeting with Assemblymember Boerner's office and participated in a Day of Action in Sacramento advocating for full funding of the Individuals with Disabilities Education Act (IDEA). As part of this effort, she joined a rally at the Capitol to meet with legislators and highlight the importance of equitable education funding.

President Cassar attended the Cardiff Market at the San Elijo campus. He also welcomed Hayley Schwartzkopf back to the college and personally thanked Charlie for his good work over the past 11 ½ years.

### **B. Students**

Student Trustee Rahime Demirci expressed appreciation for the opportunity to participate in legislative advocacy efforts in Sacramento, where she shared firsthand experiences with legislators and highlighted the challenges community college students face. She also extended gratitude for the Board's ongoing support in these advocacy efforts.

In student engagement updates, applications for the commencement speaker and artist are now open, and they are encouraging students to apply for these opportunities. Club Rush was successfully held last month, featuring many new clubs and enthusiastic student participation. Associated Student Government (ASG) is actively planning upcoming events across multiple campuses and preparing for the election season by distributing information to increase student awareness and participation.

### **C. Classified Employees**

Classified Senate President Omar Jimenez, reported that MiraCosta College is continuing its partnership with the Institute for Evidence-Based Training, the organization that introduced the Caring Campus initiative. In collaboration with Human

Resources, the college is developing an annual update to assess the program's progress and highlight new initiatives.

A coaching model is being developed specifically for classified employees and classified administrators as part of these efforts. The goal is to fully implement this initiative by summer 2025, strengthening support and engagement for classified professionals across the district.

## **D. Faculty**

Academic Senate (AS) President Curry Mitchell reported on the 5<sup>th</sup> Friday event on January 31, when the college hosted a summit on AI topics and tools, which evolved from a collection of ideas into a full-scale conference. The event utilized a HyFlex and interactive format, allowing in-person and remote participants to engage in meaningful discussions. The summit provided a space to explore the complexities of AI in education, emphasizing a collective approach to integrating AI-related topics rather than forming a new committee.

The Academic Senate has been refining its priorities, particularly as AI-related challenges to shape the educational landscape. The focus remains on supporting vulnerable student populations while helping faculty navigate AI complexities with teaching and learning at the core. A review of rules, bylaws, and subcommittee structures is underway to ensure alignment with emerging priorities.

Mitchell also reported that he and Assistant Superintendent/Vice President Pescarmona are leading efforts on potential revisions to the academic calendar. They are currently developing recommendations, which will move through the governance process and be presented to the Board in April.

Lastly, he mentioned Perusall, a live annotation tool that enhances classroom engagement. This platform promotes interactive reading experiences, encouraging students to engage with content and actively share their insights in real time.

## **E. Assistant Superintendents/Vice Presidents**

### **1. Instructional Services**

Assistant Superintendent/Vice President Pescarmona stated that her written report is included in the board packet. She also added that the district experienced a 2.5 percent increase in Full-Time Equivalent Students (FTES). Overall enrollment has grown by approximately 2 - 2.5 percent, reflecting a positive student engagement and course participation trend.

### **2. Student Services**

Assistant Superintendent/Vice President Wojcik reported that with graduation approaching, commencement planning has been in progress. Next week, letters will be sent inviting eligible students to participate in the commencement ceremony. These communications will provide important details on how to register, deadlines, and what to expect on the big day. She added that she will miss Charlie and wished him good luck.

### **3. Administrative Services**

Assistant Superintendent/Vice President Flood reported that he will miss Charlie and he has been a true joy to work with. He added that he is excited to work with Hayley.

Bridge construction is making progress, with concrete pouring scheduled for next week. The road is expected to reopen soon, and the project remains on track to have the bridges open well before commencement.

Flood thanked all collaborators, including the Financial Aid team, ICBOC, the Fiscal team, and the broader college community, for their contributions to the audit process. He noted that the college is also assessing the impact of new tariffs on construction costs. Unfortunately, initial estimates indicate a 3-5 percent increase, with long-term impacts potentially reaching 7 percent. Additionally, the recent fires in Los Angeles are expected to create regional challenges, affecting construction timelines due to increased demand for demolition services, hazardous material removal, and labor availability throughout Southern California.

#### **4. Human Resources**

Assistant Superintendent/Vice President Ng welcomed Hayley Schwartzkopf as his replacement. He said the executive management team has been an absolute privilege to work with, demonstrating exceptional leadership and collaboration.

He issued a heartfelt thank you to the Human Resources Division, Faculty Assembly, Associate Faculty, Classified Professionals, and Administrators for their dedication and support. He has been honored to work with the best board, whose vision and leadership have made a lasting impact.

He sincerely appreciates everyone who has played a role in his career—their contributions have left an outstanding imprint on his journey.

#### **F. Superintendent/President**

Superintendent/President Cooke reported that the college successfully hosted a field hearing on campus with only a week's notice, thanks mostly to Kristen Gonzales's work and that of the PIO Department, Police Department, and IT. The behind-the-scenes work ensured smooth execution, and all went very well with over 110 listeners.

Cooke recognized Dr. Wendy Stewart who has been instrumental in navigating national conversations on higher education policy, particularly in response to federal challenges regarding diversity, equity, and inclusion (DEI) initiatives. MiraCosta continues collaborating with national organizations and colleges nationwide to strategize and uphold its commitment to equitable education. Also, her work in Futures planning will be shared shortly.

Cooke further reported that she and a team of 12 people attended the Annual Achieving the Dream Conference in Philadelphia this week and she was able to facilitate the Opening Plenary, which included Ruha Benjamin, who discussed her book *Imagination: A Manifesto*, which has been the current campus read. She added that we are hoping to host her in the future at our campus.

A second "spotlight presentation" was facilitated by our Bio manufacturing team, including Dr. Cooke, Dean Mike Fino, and Department Chair Dominique Ingato titled

*Promoting Economic Mobility for Bioscience Students Across the California Community College System.*

MiraCosta continues to demonstrate strong financial management, achieving clean audits yearly despite challenges posed by pandemic-related funds and financial aid deadlines. Additionally, the college complies with a statewide 50% law audit, and the Other Post-Employment Benefits (OPEB) fund is fully funded, putting MiraCosta in a strong financial position compared to many institutions statewide.

Finally, she expressed gratitude to Tim Flood, who has announced his retirement effective July 4, 2025, and Charlie Ng, whose contributions have greatly benefited the institution. There will be a sendoff for Charlie tomorrow at the Student Pavilion from 1-3 p.m., and she stated that she is happy to have Hayley back at MiraCosta College.

**XIII. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS**

**XIV. ADJOURNMENT**

The meeting adjourned at 5:35 p.m.

**MINUTES APPROVAL:**

---

Rick Cassar  
President

---

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